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## United Nations Development Programme

### Promote Sustainable Livelihoods and Responsible Attitude to Environment

**UNDAF Outcome(s):** A culture of safety and resilience is built at all levels using knowledge, innovation and education.

**Expected UNDP Country Programme Outcome(s):** Underlying disaster risk factors are reduced, focusing on sustainable environmental and natural resource management.

**Expected Country Programme Output(s):** Sustainable practices and instruments for the management of natural resources, including land, water and biological resources demonstrated at pilot areas and up scaled at national and trans boundary levels.

**Implementing Partner:** UNDP, Georgia

**Responsible Parties:** Ministry of Environment Protection

**Brief Description:** The Project will focus on the sustainable livelihoods, responsible attitude to environment and disaster risk reduction in the areas (Daba and Tsagveri in Borjomi municipality) affected by forest fires in 2008 armed conflict. It will support income generation activities particularly those related to safe environment; it will pilot alternative energy systems and energy efficiency measures to the selected local families, schools and municipality buildings and will introduce informal environmental education through eco clubs, eco camps and green schools in line with the Government's strategy: 'Environmental Education for Sustainable Development'. The above activities will be accompanied by community mobilization and training to ensure local participation in all activities enhancing ownership, knowledge and desire to manage natural resources in the best possible way. Lessons learned and techniques proven on site will be replicated elsewhere in the country, primarily in Samtskhe Javakheti region.

Total budget of the project is USD 1,505,593; duration 3 years. The project is financed by Government of Finland. The project is directly implemented by UNDP Georgia.

Programme Period:	2012-2015
Key Result Area (Strategic Plan):	Environment and Strategic Development
Atlas Award ID:	00059550
Project ID :	00093194
Start date:	1 April 2012
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PAC/PEB Meeting Date:	10.04.2012
Management Arrangements:	Direct implementation (DIM)

Total Resources Required: EURO 1,179,677 (US\$ 1,505,593)\*

Allocated resources: EURO 1,179,677 (US\$ 1,505,593) \*

Donor:

- Government of Finland EURO 1,179,677 (US\$ 1,505,593)\*

In-kind contributions: --

Unfunded Budget: --

\* Dollar value is calculated based on EURO Dollar exchange rate 1 US\$=0.819 EUR of June 2010 for the first tranche and 1 US\$=0.755 EUR of May 2012, for the second tranche.

**AGREED BY UNDP:** Resident Representative

Jamie Mcgoldrick

Signature

Date:

20/11/2012

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## I. Situation Analysis

The below presented project document was elaborated on the basis of the earlier project document 'Restoration of Forest Ecosystems Damaged in Armed Conflict in 2008'. The original project went through substantial revision and was refocused due to the major reforms in the environment protection system, as well as few other reasons described and analyzed below. The following sections will briefly describe the rationale for the original project, challenges and obstacles for implementing planned activities, as well as present the grounds and justification for the decision to refocus the project.

### Background and rationale for the original project

The project 'Restoration of Forest Ecosystems Damaged in Armed Conflict in 2008' was initiated in order to mitigate the major impacts of forest fires caused by the August conflict and as a response to the Georgian Prime Minister's appeal for reconstruction at the Donor Conference in Brussels in autumn of 2008.

An unprecedented situation arose from the 2008 August conflict. Specifically, during the conflict: a number of forest fires occurred as a consequence of military activities in several sites of the country. According to the reports by Government authorities and non-government organizations, the fires continued from the 13th through the end of August 2008 and affected approximately 950 ha in the Borjomi Gorge in Samtskhe-Javakheti Region, few more hundred ha in the other regions of Georgia: Kartli, Imereti, Samegrelo and Svaneti, including damage to two national parks and one nature reserve.

A number of studies have been carried out to assess the impacts and damages of forest fires since 2008. The UN, World Bank and EU Joint Needs Assessment (JNA) was one of the first environmental impact assessments that have been verified and studied in more detail by a team of international experts under the joint OSCE/UNEP assessment<sup>1</sup> sponsored by the ENVSEC Initiative, following the request of the Ministry of Environmental Protection and Natural Resources of Georgia (MoEPNR)<sup>2</sup>. The findings of these assessments clearly identify risk of flooding, landslides, mudflows downstream of fire-affected areas; loss of wildlife habitats, especially in the core burned area; temporary shift in the composition and presence of species, as the open sites created by and the post-fire succession stages will be inhabited by the forests that are different from a tall mature forest; health impacts of fire emissions affecting, in particular, people with respiratory problems, impact on livelihoods of population in the area, etc. As a follow-up to the joint OSCE-UNEP assessment, the ENVSEC Initiative sponsored an assessment of the risks of soil erosion associated with the forest fires in March 2009. The resulting assessment document highlighted conclusions and recommendations for mitigation of the landslide/mudflow/flood risks and rehabilitation measures in fire affected areas of the Borjomi region.

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<sup>1</sup> Annex 4 - Background information has been abstracted from the JNA Report of October 2008 with regard to forest, environmental and natural resource damage, expected consequences in Georgia and recommendations for interventions

<sup>2</sup> Since April 2011 and as a result of the restructuring, it was renamed to the Ministry of Environment Protection, whereas Natural Resources Agency was transferred to the Ministry of Energy and Natural Resources

In 2009 the Ministry of EPNR prepared a project idea for restoration of damaged forest ecosystems. The overall objective of the project was to rehabilitate eco-systems affected by the forest fires as the aftermath of the armed conflict in Georgia in August 2008. Important subsidiary objectives were to provide capacity building and training to ministries and local government agencies responsible for forest rehabilitation and emergency situations. The project envisaged the following activities: a) Classification and satellite-image based inventory of degraded land and degraded forests in the administrative regions of Samtskhe-Javakheti; b) Development of restoration models and establishment of a restoration plan for the damaged eco-systems based on the results of the international assessments of the area, accompanied by scientific research; c) Training of local decision makers and workers in restoration techniques; d) Restoration in various models on the pilot area of approximately 400 ha in view of their duplication in other areas of degraded land and degraded forests; e) Strengthening the capacities of national and sub-national authorities and institutions in prevention of land degradation and forest fires, abatement and rehabilitation of degraded land and land protection measures; f) Implementation of public outreach to raise awareness on causes and implications of land degradation and demonstration of sustainable livelihoods.

The project concept was submitted to the ENVSEC Initiative for financial assistance in late June 2009 that was followed by the endorsement of the project idea by the ENVSEC Board on 30 June 2009. Meanwhile, the Government of Finland had expressed its readiness to finance the project as a part of the pledge made in response to Georgian Government's appeal for reconstruction [after the August 2008 conflict. Following the above decision, the UNDP Country Office in Georgia, was sought as an implementing agency for the project by ENVSEC partners, and was requested to develop a full-fledged project proposal. The project document was developed and operations started in 2010 after approvals were received from the Ministry of EPNR and the Donor.

#### Challenges for the project implementation

The inception phase of the project followed planned activities - the project implementation team was formed and all the necessary preparatory works carried out. Studies and assessments required for planned activities, including geology, hydrology and engineering works, soil analysis and a pathological survey of the reforestation area were conducted. Two major plans – forestation and nursery have been prepared and submitted to the Ministry of ENR for approval in early 2011. Unfortunately, neither of these plans were approved which hampered the UNDP Project team to start actual works in the damaged area as such approval is required by law. Despite this obstacle, the project carried out other planned activities, such as a Rapid Rural Assessment (August-October 2011) in the affected area, assessing the socio-economic situation of the local population, proposing options for improved livelihoods and necessary public outreach. As a part of the capacity development in the forestry area, preparatory works and ToRs were developed for two sets of trainings in the basics of forest management and forest monitoring.

There were several important factors that presented challenges to the UNDP project team and, in some cases, even resulted in the suspension of normal project implementation. These factors included:

- Reforms of the environmental governance system:

A major structural change was introduced by the Government of Georgia in the beginning of 2011; as a result of amendments to the "Law of Georgia on Structure, Proxy and Rule of Activity of the Government of Georgia" approved by the parliament, the Ministry of EPNR was downscaled with some of its functions transferred under the subordination of other Ministries: of Energy, of Regional Development and Infrastructure, of Agriculture. Starting from March 16, 2011, the issues related to natural resources and licensing has become the responsibility of the Ministry of Energy, which is renamed to the Ministry of Energy and Natural Resources, MoENR ("Resolution №133 of the Government of Georgia on Approval of the Statute of the Ministry of Energy and Natural Resources"). The Agency for Natural Resources (Legal Entity of Public Law) was established under administration of the MoENR and Basic Sapling Forestry (Legal Entity of Public Law) is delegated thereto as well. The Forestry Authority has moved to the Forest Department within the Agency of Natural Resources of the Ministry of ENR. The Agency functions according to the Statute approved by Decree №01 of the Minister of Energy and Natural Resources, 18 March, 2011'.<sup>3</sup>

- Changes in the National Priorities:

Natural resources and in particular forests are largely viewed as a source of state revenues. The new Forest Code, in discussion, will largely reform the entire system of environmental and natural resources management, including forest management. It aims to increase income generated from economic use of forests, while protection mechanism and administration measures are weak. International Community and indigenous environmental NGOs had concerns regarding misbalance between forest and conservation, proposed law and national environmental legislation as well as international conventions and agreements; absence of participation and consultation of all stakeholders including local municipalities, NGOs and other important parties; the proposed inventory process; gaps between obligations and rights of a leaser; clear felling in national forests<sup>4</sup> and other.

- Change of the National Counterpart:

Due to the reform in Ministry functions described above, UNDP's National Counterpart and the membership of the Project Executive Board changed. Negotiations with the new national counterpart, i.e. Ministry of ENR, were conducted throughout 2011 on various levels to agree upon the project modality and content. Despite different discussions and attempts to reach a consensus, UNDP, the National Counterpart and Donor were unable to come to any agreement. (Minutes of the Project Executive Board and Working Group meetings are attached)<sup>5</sup>.

The two major plans for reforestation and a nursery, which had been developed in the project previously, were submitted to the Ministry but never approved. Consequently, not many activities could be conducted in 2011. In Addition UNDP Georgia commissioned two Capacity Assessments of the Agency for Natural Resources and Basic Sapling Forestry in response to the Ministry of ENR's request to implement reforestation through these Government agencies. The Assessments 'showed that the current capacities of both the Agency and the Nursery are inadequate to

<sup>3</sup> LEPL Agency for Natural Resources and LEPL Basic Sapling Forestry Capacity Assessment, September 2011, UNDP Georgia

<sup>4</sup> Annex 5 - A joint letter by the Ambassadors of USA, EU Delegation and UNDP Georgia sent to the Minister of ENR on 07.10.11

<sup>5</sup> Annex 6 - Minutes of the Project Executive Board and Working Group meetings

implement large scale international project. There is a lack of project management and implementation capacity, guidelines, structures and mechanisms which inevitably hinders the ability of the departments to define clear functional benchmarks among the implementing units that would have a formalized strategic rationale within the context of the project.' The Assessments are available upon request.

- Changing legal status of the Forest Institute:

The Forest Institute, a leading expert in forestry with good capacity, was originally identified as the project's key implementing partner. A major role was assigned to the Institute, especially in introducing new approaches for reforestation, forest management, ecosystem monitoring and training. As a result of the reform, the Institute was also affected and temporarily abolished. Later it was merged with the Agrarian University. Since the Institute had been identified with a key role in the project document, another set of discussions and negotiations took place to find alternative ways of contracting group of experts/companies for said works, expertise and services, previously to be conducted by the Institute.

Refocusing of the Project – rationale for proposed activities

- As a result of the events in 2011, UNDP Georgia, in agreement with the Finnish Government, refocused the project towards supporting sustainable livelihoods, raising responsible attitude to environment and disaster risk reduction for the target villages affected by the August 2008 conflict fires, Daba and Tsagveri. In January 2012, the Government of Georgia officially handed the project back to the Ministry of Environment Protection, MoEP, which again became the National Counterpart, albeit with a narrowed scope of functions than before.

After a series of consultation with the Finnish Government and National Counterpart (MoEP), the project was renamed: 'Support to Sustainable Livelihoods and Responsible Attitude to Environment' and a new concept was developed. The main strategy of the newly formulated project is to promote sustainable livelihoods, increase resilience against natural disasters and build responsible attitude to environment in the target areas of Borjomi municipality. This is to be achieved through building capacity for sustainable use of natural resources, disaster preparedness and risk reduction and increasing awareness and community ownership in order to strengthen responsible attitudes towards the environment. The project ideas are largely based on the findings and recommendations of various studies at local and international levels, including those carried out under the original forest restoration project.

The Rapid Rural Assessment<sup>6</sup> by EcoVision conducted in the autumn of 2011 within the framework of this project, concludes that the population of the target villages is vulnerable, their capacity to withstand impact of damaged forest is very low, poverty is wide spread and the unemployment rate is high. Before the August conflict the forest was an important source of income, firewood and a major attraction for tourists of these traditional health and recreation places. Tourism, cattle breeding and farming are named as main sources of employment in the area; however these are not developed to ensure sustainable income and thus create certain anthropogenic pressures on the forest resources. Respondents named the following priorities (in order of highest to lowest

<sup>6</sup> Annex 7 - RRA, October 2011

priority) as important: development of recreational and touristic infrastructure; establishment of a forest nursery; forest restoration; forest harvesting; and farming.

The majority of local families (87.5%) prefer to use timber for heating; natural gas is available, but not affordable. The report shows that after the armed conflict in 2008, the average annual consumption of timber used for firewood decreased from 9.2 m<sup>3</sup> to 7 m<sup>3</sup>. On the other hand, the percentage of household annual expenses for firewood increased more than twice from 6% to 12.2%, due to increased prices on timber, strictly controlled illegal cutting and high transportation costs although almost every household reports buying around 65% and collecting around 35% of its timber for firewood. Hence, the introduction of alternative energy will decrease demand on firewood, contribute to the improvement of life quality and improve basic conditions for tourists, which will consequently generate more income for households.

The ecological damage of forests and consequences are described in a number of studies: "mineral soil is exposed to rain, with a high risk of erosion, landslides, mudslides, rock falls and flooding. The slopes are very sensitive to post-fire logging and consequently -- erosion. Severely damaged forest slopes in the Borjomi Gorge may lead to severe consequences downhill / downstream. The village of Daba is at partial risk of being affected by floods and landslides within the next two to three years. The deforested and recently burned slopes directly uphill of the village represent a limited threat to the village". (Short version of Joint Report on Fire Damage is given in Annex one)

The Hydro-Geological Assessment conducted in the summer of 2011 within this project reported that the river Didi Nagvarevi (the river Gujareti's right torrent) is a typical mountainous, mud flow river with a steep slope and very unstable hydrological parameters. During the ice melting period in the late spring and after drought in early autumn, even short intense rain is enough to cause significant increase in the stream level, and in the speed and volume of mud flow deposits such as sand, gravel, rocks, etc. These present a highly increasing threat to the village Daba from the mud slips, landslides and floods.

In the river Didi Nagvarevi ravine there are two dangerous geo-dynamic processes developing simultaneously and equally – river wash and mud flows, which defines the specificity of the area. Mud flows are related to the intense and heavy rains, the river level increases and the stream is full of mud flow deposits. Such a high speed stream may be subversive, mud flow deposits may cause loss to the farmers, may annihilate yields and destroy buildings. The village Daba is under constant danger.

To reduce risk of natural disasters, to decrease volume of mud flow deposits, and the threat of mud slips, landslides and floods, the study recommends building various bank protection constructions, gabions, stream directing walls and river barges at different points across the river bank in order to lessen the speed of the stream. It is notable that the materials for gabions construction can be collected at the project site; using local labor will be highly recommended and encouraged as implications of forest damage and land degradation through community participation will be diminished.

Overall environmental consciousness, education, awareness and a responsible attitude towards the environment are all rather low. The Ministries of Environment Protection and Education have developed a strategy: 'Environmental Education for Sustainable Development' (EESD) as part of the Georgian National Strategy and Action Plan 2012-2014. The strategy highlights the importance of informal environmental education at secondary schools.

To encourage Environmental Education Sustainability, the UN General Assembly declared the decade of Education for Sustainable Development (ESD) for the years 2005-2014 (UNESCO, 2005). In response to this declaration, many national and international bodies formulated strategies and action plans for Environmental Education for Sustainable Development.

The Ministry of Environment Protection, in partnership with the Ministry of Education, other interested partners and donors including UNDP Georgia are working together to support the National EESD plan. Introduction of informal environmental education at secondary schools will contribute to the above global and national initiatives at the local level. Placing youth in a leading role for environment protection and raising awareness will gradually raise responsible attitude to the environment. The project will work together with other important players to identify appropriate activities possibly establishing eco clubs and eco camps, contributing to the creation of environmental education materials and helping teachers and students to apply these approaches.

The RRA report concludes: "it is highly recommended to include the local population as partners in further development of project activities and the processes. Local knowledge and experience of natural resources has to be utilized. People living in targeted communities have a certain potential and knowledge to contribute to the development in respect to sustainable livelihoods, disaster risk reduction and environment protection"

## **II. Strategy**

The UNDP's strategy for the project will be to promote and support sustainability of livelihoods in the target area of Daba and Tsaghveri villages, advocate for and encourage responsible attitude to environment and sustainable and efficient management of natural resources by supporting local communities and empowering youth. The strategy also envisages potential replication of successful results and experiences elsewhere in Samtskhe-Javakheti region or in Georgia. In addition, throughout planning and implementation phases, special emphasis will be made on securing sustainability of proposed initiatives beyond the project lifetime.

The strategy is in line with CPAP outcome 3.2 'Underlying disaster risk factors are reduced, focusing on sustainable environmental and natural resource management' and its expected output 3.2.4 'Environmental damage, caused by August 2008 armed conflict, mitigated.'



## **Project Goal and Objectives**

The overall goal of this project is to contribute to sustainability of livelihoods in the villages Daba and Tsagveri in Borjomi affected by forest fires in 2008 armed conflict. The project will achieve this goal through mainstreaming energy and environment, reducing risk of natural disasters, raising awareness and environmental consciousness at all levels via introducing environmentally friendly incentives, informal environmental education at secondary schools, piloting usage of alternative clean energy sources, training and support to the local community.

Main objectives are:

- ✓ To promote sustainable livelihoods in the villages Daba and Tsagveri by supporting local agricultural production, a small nursery for reforestation and recreation parks, renewable energy sources and energy efficiency to decrease demand on fire wood and other income generation activities.
- ✓ To provide training and support to the local community increasing their capacity of natural resource management, raising awareness, ownership and resilience to natural disasters.
- ✓ To mitigate disaster threat to the village Daba from floods, landslides and mud slips.
- ✓ To introduce informal environmental education at local schools lifting responsible attitude to environment and placing youth in leaders' role on environmental protection.
- ✓ Public outreach to increase interest, participation and awareness on impact of damaged forests, disaster risk reduction measures, clean environment and responsible attitude to environment.

## **Project Scope, Duration, Activities and Actions**

The overall scope of the project is to demonstrate and replicate best practices of: a) sustainable livelihoods, b) disaster risk reduction and awareness, c) responsible attitude towards environment, d) increased interest and active participation of youth in environment protection related activities.

At this scale and within the timeframe of this project, the target is the rural population of the villages Daba and Tsagveri in Borjomi municipality effected by the damaged forests and to assist them in: developing sustainable development approach, improving quality of life through income generation, job opportunities, building skills, access to information and advise; also reducing disaster risk and increasing awareness; improving attitudes towards the environment and natural resource management. The introduction of informal environmental education at local secondary schools will place youth in a leadership role and ensure growth of environmental consciousness in the long-term.

Population statistics: 67 households, 225 people in Daba; 323 households, 938 people In Tsagveri.

Community mobilization and participation of local people will be essential to the success of this project to achieve ownership and sustainability. Replication of the successful experiences of the project elsewhere in the region to multiply success as well as co-operation with other relevant organizations and donors will be facilitated.

Conventional wisdom and stakeholder opinion suggests that a minimum five to seven years is required to establish something new and sustainable, build capacity, improve livelihoods and change attitudes. Therefore the project will aim to work closely with the Government of Georgia, private sector representatives in the region and other donors to ensure their interest and support beyond the timeframe of the project.

The proposed project time frame is three years, starting in April 2012. The first 2 months will be the preparation phase, followed by 27 months as the main project phase to introduce and build capacities, followed by the last 6 months to introduce exit strategy.

### **Expected Output 1 – Livelihoods of local people in the villages adjacent to the affected forest areas become more sustainable**

Main Concerns: The Rapid Rural Assessment (RRA – Annex 7) of the villages Daba and Tsagveri conducted in 2011 shows high levels of poverty, unemployment and a heavy dependency on subsistence agriculture. There is a limited capacity for income generation and limited opportunities for self-realization. Risks of natural disasters in the area affected by damaged forests are substantially increased and on the other hand awareness on disaster risk reduction is absent. The RRA concludes that the forest has always been one of the major sources of income for the villages. The population statistics according to data gathered from the municipality are 67 households, 225 people in Daba; 323 households, 938 people in Tsagveri.

#### **Activity 1.1. Development and implementation of sustainable livelihoods approach in the target villages:**

- Conduct a feasibility assessment for the establishment of a pilot community nursery to supply reforestation and recreation parks. The feasibility study will include but not be limited to: availability of land in the region; review and analysis of potential structure and cooperation forms available for such organization; capacity assessment of target groups proposed under the cooperation forms and offered within the assessment; market analysis estimating potential income generation, clients, including the optimal size of the nursery to ensure profit. The following steps will depend on the results of the above assessment.
- UNDP's experience in Kakheti and Ajara will be replicated to support an agricultural extension service, owned by local farmers, aiming to raise agricultural productivity, income for households and local capacity.
- To secure sustainability of the proposed initiatives beyond the project lifetime a small proportion of the project finances will be available to support demonstration projects. These small scale income generation activities may be associated with recreation parks, maintenance workshops for the newly introduced renewable energy units, fruit driers, local

production of energy efficiency stoves or solar energy equipment, etc. Special attention will be given to forest protection and reforestation related activities, energy efficiency and tourism development.

- Facilitate establishment of the necessary infrastructure (organizational and legal framework) for the pilot community activities through provision of technical advice and guidance.
- Mobilize community to increase their interest for participation in the project initiatives, training and capacity building.

Following results are expected: a) community is mobilized and participates in developing sustainable livelihoods approach; b) pilot income generation projects are implemented by the villagers, their knowledge and skills are enhanced through training and guidance; c) community ownership, awareness and responsible attitude towards environment, as well as their natural resource management capacity has improved; d) income generated from agricultural and other activities will contribute to improved livelihoods and quality of life.

#### **Activity 1.2 Introduction of a pilot renewable energy and energy efficiency scheme for households, schools and municipality buildings reducing demand on firewood:**

- Assess needs and feasibility to introduce suitable and affordable alternative energy system/s and energy efficiency measures for the target villages aimed at replacing the use of wood with other renewable(s) or improving the efficient use of wood resources. The feasibility and needs assessments should include an analysis of the main pressures in the target region on natural resources and offer several alternatives on how to introduce renewable and improve energy efficiency in the area i.e. look at varying impacts on socio-economic opportunities, economic development of the area (tourism) and the environment from different activities in public buildings, private households, etc. As a result of the feasibility assessment and based on the local community interests decide, which alternative systems to use with available resources and where more impact can be made to reduce the strain on forestry resources.
- Identify school/s and/or municipality building/s to demonstrate energy efficiency measures.
- The pilot renewable energy and energy efficiency plan will be implemented with the help of selected professional service provider(s).
- The local production/supply of renewable energy and energy efficiency equipment/systems will be supported; special training will be provided to users and the maintenance workshops will be supported.
- Participatory approach will be applied to ensure local community and municipality interests are addressed as well as commitment and high ownership is secured for future maintenance.
- Evaluation will be conducted identifying the lessons learned, and if feasible, possible replication to other communities will be recommended.

Following results are expected: a) demand on firewood is reduced in the area; b) basic living conditions and quality of life is better; c) basic conditions for tourists is improved; d) a

demonstration school and a municipality building benefit from energy efficiency measures; e) opportunity for additional jobs and small income generating activities arise.

### **Expected Output 2: Disaster resilience of target villages is increased through risk reduction measures**

Main Concerns: The village Daba is situated at the left side of the river Didi Nagvarevi (a right torrent of the river Gujareti) under the slope of the damaged forest. It is a typical mountainous river with steep slope and very unstable hydrological parameters. During the drought period even short intense rain is enough to cause significant increase of stream level and the volume of mud flow deposits such as sand, gravel, rocks and etc. The villagers report flooding and mud flows in spring and autumn damaging their agricultural plots and internal village roads. Disaster risk has increased significantly after the forest fire that affected natural protection of the land, especially in village Daba. Hydro-Geological assessment notes that the risk will grow further in the coming years due to land degradation and no barriers to stop greater stream levels and volumes.

#### **Activity 2.1. Disaster risk reduction and mitigation measures:**

- In close partnership with local municipalities and communities, and assistance from a selected group of experts, disaster risk reduction activities will be carried out. Works will start with the review of existing assessments, plus an additional risk assessment including vulnerability of Daba population and their coping capacity.
- Results of these assessments will be used to define a disaster risk reduction and management plan for target villages; participation of local municipality representatives and communities will be strongly encouraged during this process. This plan will also include recommendation/options for specific risk reduction measures. Close cooperation and coordination will be ensured with the relevant representatives of the Ministry of Regional Development, as a responsible agency for flood protection in Georgia.
- Once the DRR plan is agreed with all partners, implementation of disaster mitigation measures will be supported; Participation of local community in these works will be ensured to allow additional job opportunities, raise skills and ownership. Cost sharing from the municipal authorities will also be encouraged.

Following results are expected: a) risk of natural disasters in Daba is reduced; b) awareness and resilience to disasters is increased; c) local workers obtain additional income and skills.

### **Expected Output 3: Informal environmental education at secondary schools introduced**

Main Concerns: Georgia, on its way to democratic state building, is under various pressures trying to reach stability and prosperity. Environmental consciousness is low while the Government policy to use natural resources for economic gain is rising and the protection mechanism is very limited. This obviously enhances risks of natural disasters and increases other environmental threats.

Forests form more than 40% of the Georgia's territory having an important role in ecological system and biodiversity. Forests have been playing a vital role in Borjomi touristic zone both economically and ecologically; more than 1000 ha of forest has been burnt in 2008 armed conflict in this area; wide spread poverty increases demand on fire wood in the winter. The introduction of informal environmental education at secondary schools will increase awareness, ownership, responsible attitude, understanding of integrated natural resource management and participation at the local level.

### **Activity 3.1. Introduce informal environmental education at local schools:**

- In order to introduce basis for informal environmental education at schools, an assessment of available resources, methods and existing material will be carried out. Materials already developed and accessible on topics related to: forestry, biodiversity, implications of forest damage, climate change, disaster risk reduction, integrated management of natural resources, etc. will be assessed by the experienced teachers involved in environmental education as well as external education experts. Suggestions on appropriate actions and options for adapting these materials for use at secondary schools, in eco clubs and eco camps (including any gaps not covered by existing materials) will be provided.
- Since number of local and international organizations have been working in environmental education (CARE, GIZ, Ecovision, CENN, etc.), it will be essential to establish a clear coordination mechanism to avoid duplication and agree on ways of cooperation, including a possibility to establish eco clubs and eco camps – a basis for informal education; more importantly to ensure that these activities are in line with the Government strategy for EESD.
- The project will work in close partnership with the Ministries of Environment and Education. Based on the review and assessment, develop teacher's handbook, including teaching methodologies, lesson plans and student materials integrating the use of available materials in lessons for the target age groups; make sure experts from the Ministry of Education, NGOs, experienced students are involved. These materials when approved could be used nationwide.

### **Activity 3.2. Demonstration of environmental education in schools through pilot eco clubs**

- Select schools in Borjomi Municipality and support creation of eco clubs. Decide on a school suitable and capable to host an eco camp. Equip with minimum eco clubs and an eco camp; provide necessary materials, information and training to interested teachers and students.
- To secure sustainability of the proposed eco clubs beyond the project lifetime a small proportion of the project finances will be available to support small initiatives / demonstration projects related to environment protection, eco systems and bio monitoring, awareness raising, access to information for local communities on disaster risk mitigation or other environmental issues that may affect their livelihoods, recreation parks and squares,

clean energy, etc. Special attention will be given to forest protection and reforestation related activities.

- Training and support will be offered to eco clubs and schools to assist with demonstration projects, ensure their participation and ownership.
- Assist eco clubs to conduct public outreach and fundraising events to raise their profile and for sustainability.
- Evaluate results and produce a lessons learned report 6 months before the end of the project. This study report will describe all pros and cons and lessons learned in this process, which could be used by other regions.

Following results are expected: a) informal environmental education is introduced at secondary schools in Borjomi; b) communication with other eco clubs and camps is established; c) responsible attitude, awareness and interest to protect environment grow among local community; d) youth locally actively participate in environment related activities.

#### **Expected Output 4: Responsible attitude to environment grows in target area Public awareness on and sound management of natural resources is increased**

Main Concerns: There is no strong demand on clean and safe environment; public awareness on environmental damage and its implications is low as is public participation.

According to the Rapid Rural Assessment (Annex 7), local population of the target villages has some traditional understanding of the natural resources. However their knowledge on longer term implications of damaged environment, disaster risk mitigation or sound management of natural resources, is quite limited. Access to information on Government policy, respective changes in legislation and administration is also insufficient.

The RRA recommends:

- To keep the local community informed on the project aims and activities; ensure their participation in all possible ways.
- Identify topics that concern local population; organize regular public discussions on those topics and distribute some printed materials.
- Prepare and disseminate environmental education materials through eco-clubs.
- Support small initiatives of the involved students, e.g.: watchdogging and reporting on violations; arranging locally access to information to match interests of local people; organizing a special warning campaign to avoid forest fires, tree planting, cleanup actions, etc.
- Introduce special environmental games and quizzes (on protection and sustainable use of forests and other natural resources) through eco-clubs. The games are interesting, interactive, entertaining and ensure 100 % involvement of children.

#### **Activity 4.1 Increase public awareness using printed and visual material**

- Printed and visual material showing causes and implications of forest damage, land degradation, lack of environment protection mechanisms and poor management of natural resources; and reflecting results of the project activities: energy efficiency, disaster risk reduction, youth participation in environment protection events, etc.

#### **Activity 4.2. Raise responsible attitude to environment:**

- A targeted public outreach campaign will be developed and introduced to increase level of awareness on implications of environment damage and clean environment.
- Meetings, discussions, events, workshops will be organized by youth involved in eco-clubs, aimed at awareness raising, participation and capacity building.
- Public Outreach will be an integral part of each project activity.

Following results are expected: a) local community's attitude towards environment changed; b) interest to participate in environment protection and risk mitigation measures increased; c) understanding of natural resource management increased; d) experience shared and success replicated elsewhere in the region.

#### **Special considerations and cross-cutting issues**

Local livelihoods and community participation: As outlined in the Goals and Objectives section above, improving livelihoods of local population of the affected area via creation of employment opportunities is one of the cross-cutting issues to be addressed in several activities of the project. It is of utmost importance to involve, as much as possible, local community members in the project actions, increase their ownership, interest and capacity. Local participation in disaster risk reduction actions will be encouraged and ensured to the extent possible. In addition, feasibility of community nursery and extension service will be assessed and implemented if feasible, generating income and small scale employment. These pilot initiatives might be replicated elsewhere in the region.

Local youth has a lead role in this project to promote responsible attitude to environment in the target villages. Informal environmental education will be introduced at local schools; teachers and students will be encouraged to participate in developing eco clubs and eco camps, training materials, disaster risk reduction, community nursery and other environment related activities

Local women and development: Considerations should be given to improving the livelihood of local women and developing opportunities during the course of project implementation. Some actions will specifically target local women groups and encourage their participation and involvement in the project implementation. A good example might be nursery operations that are generally suitable for female labor; opportunities should be pursued with regard to improved horticulture, beekeeping, improved cattle, dried fruit, hazel and walnuts, strawberries and soft fruit cultivation. Provision of equal opportunities to men and women will be considered at all stages of the project implementation.

Wood for fuel: As reported by RRA, the living standards of local population in the target villages are quite low; therefore, most of them are dependent on natural resources that can provide basic needs such as wood for heating, especially in the winter. To reduce cutting wood for fire the project is planning to demonstrate introducing alternative energy systems and energy efficiency measures for local families, schools and municipal buildings, accompanied with training and support for replication and maintenance.

### Climate Change

Special attention should be given to climate-related events. Intensive rains and snow melt will speed up the mountain river Didi Nagvarevi, which will grow the risk of mud flows; the process is hastened even when the limited shade from dead trees is removed, the forest micro climate is reduced and hence, the melt and run off is more rapid leading to local flooding. The dead trees still function as slope stabilizers and avalanche controllers. Also, even the dead trees retain some of the forest microclimate that assists the regeneration process.

### **Exit Strategy**

All project partners and especially local municipality, communities and eco-clubs, will potentially play a significant role in sustaining activities. However, a concrete plan for the exit strategy will be developed once the results of external terminal evaluation are available. The external terminal evaluation will be carried out by external evaluators; the results can be used as a basis for developing an exit strategy to ensure smooth handover to the local partners and continuation of the project initiatives beyond the project lifetime.

PMU will prepare 'lessons learnt' chapter of the annual progress reports containing analysis and recommendations for sustainable livelihoods activities. It will make sure the local community members, relevant stakeholders, potential supporters and donors are involved in the discussion on sustainable livelihoods approach.

Public outreach and fundraising activities will be organized especially in the second and third years to share success stories and attract other supporters.

### **Risks**

Risk Analysis - Annex 1



### III. RESULTS AND RESOURCES FRAMEWORK

Intended Outcome as stated in the Country Programme Results and Resource Framework:

Underlying disaster risk factors are reduced, focusing on sustainable environmental and natural resource management – 3.2

Outcome indicators as stated in the Country Programme Results and Resources Framework, including baseline and targets:

Indicators: Enabling environment and status of implementation of national and international environmental commitments – 3.2.1

Baseline: Erabling environment and status of implementation of national and international environmental conventions/agreements is limited (e.g. UNFCCC, UNCBD, etc) 3.2.2

Targets: Enabling environment established and national and international environmental commitments implemented - 3.2.3

Applicable Key Result Area (from 2008-11 Strategic Plan): Environment and Strategic Development

Partnership Strategy The project will be implemented by UNDP CO in Georgia supported by consultants and contractors.

The project will be managed by a Project Management Unit set up by UNDP located in Tbilisi and Borjomi.

The project will be directed by a Project Executive Board. It will cooperate with other important stakeholders and organizations working in the similar fields and region.

Project title and ID (ATLAS Award ID): Sustainable Livelihoods and Responsible Attitude to Environment

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	INPUTS
<p>Output 1: Livelihoods of local people in the villages adjacent to the affected forest areas become more sustainable</p> <p>Baseline: High level of poverty and unemployment, heavy dependency on subsistence agriculture. Forest played an important role in the livelihoods of the villagers</p>	<p>Year 2012</p> <p>Feasibility studies, planning and preparatory works conducted for:</p> <ul style="list-style-type: none"> <li>▪ local nursery;</li> <li>▪ agriculture extension service and agro shop;</li> <li>▪ alternative energy and energy efficiency measures;</li> </ul> <p>Necessary contractors selected all</p>	<p>Activity 1.1. Development and implementation of sustainable livelihoods approach in the target villages</p> <p>Activity 1.2 Introduction of a pilot renewable energy and energy efficiency scheme for households, schools and municipality buildings</p>	<p>Implementing agency: UNDP Georgia/PMU</p> <p>Responsible parties: Ministry of Environment Protection, Borjomi Governor, community</p> <p>Contractors and grantees:</p> <p>Local expert to conduct feasibility studies, planning and preparatory works for all</p>	<p>National consultant(s) to prepare feasibility studies, planning and preparatory works for all activities: USD 26,500</p> <p>Contractual services to arrange establish and supply agriculture extension service: USD 90,000.</p> <p>Contractual services to construct a school nursery:</p>

Indicators:	procurement and clearances done.	reducing firewood demand on	activities:	USD 40,000.
<ul style="list-style-type: none"> <li>▪ Local community mobilized, 10-15% participates and benefits from learning skills and additional income generated through activities initiated by the project.</li> <li>▪ Energy efficiency is increased in the selected local schools and municipality buildings.</li> <li>▪ Awareness and responsible attitude towards environment, as well as understanding of natural resource management increased in pilot communities.</li> </ul>	<p><b>Year 2013</b></p> <p>Agriculture extension service is functioning; an agro shop preparatory works started.</p> <p>Local Nursery constructed, seedlings and necessary equipment purchased.</p> <p>Pilot renewable energy and energy efficiency measures implemented.</p> <p>Small scale demonstration projects for sustainable livelihoods and clean environment selected.</p> <p>Training and support programmes operating for all above components.</p> <p><b>Year 2014</b></p> <p>Local nursery is functioning, maintenance support provided.</p> <p>More renewable energy units are installed to the selected households.</p> <p>Assessment of renewable energy and energy efficiency measures for possible replication is conducted.</p> <p>Maintenance workshops for renewable energy and energy efficiency are developed.</p> <p>Training and support provided under all components.</p> <p>Terminal evaluation conducted, exit</p>	<ul style="list-style-type: none"> <li>▪ for agriculture extension service and agro shop;</li> <li>▪ for a local nursery including construction, management plans and other required analysis;</li> <li>▪ for suitable and affordable alternative energy systems and energy efficiency measures.</li> </ul> <p>Local service providers:</p> <ul style="list-style-type: none"> <li>▪ to create agriculture extension services owned by local community;</li> <li>▪ to install renewable energy systems, to transfer knowledge on maintenance and operation of the systems;</li> <li>▪ to install energy efficiency measures and to transfer knowledge on maintenance.</li> </ul> <p>Local construction company to establish and develop community nursery.</p>	<p>Contractual services to purchase seedling and equipment: USD 22,000.</p> <p>Contractual services to install renewable energy equipment and to implement energy efficiency measures: USD 99,000.</p> <p>Small scale demonstration projects for income generation to achieve sustainable: USD 180,000</p> <p><b>Total: USD 448,500</b></p>	

	<p>strategy prepared and lessons learnt extracted</p> <p><b>Year 2015</b></p> <p>Closure works and reporting conducted.</p>		
<p><b>Output 2:</b> Disaster resilience in target villages is increased through risk reduction measures</p> <p><b>Baseline:</b> Disaster risk for the village Daba has increased significantly due to the damaged forest</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>Resilience and awareness of the villagers on disaster risk increased through participation in DRR works and training.</li> </ul>	<p><b>Year 2012</b></p> <p>Disaster risks including population vulnerability and capacity assessed. Mitigation measures defined.</p> <p>DRR construction plan produced and some preparatory works started.</p> <p><b>Year 2013</b></p> <p>Risk mitigation works started.</p> <p>Training provided to local population on DRR.</p> <p><b>Year 2014</b></p> <p>Risk mitigation works continued if necessary.</p> <p>Assessment of DRR works conducted within the terminal evaluation.</p> <p><b>Year 2015</b></p> <p>Closure works and reporting conducted.</p>	<p>Activity 2.1. Disaster risk reduction and mitigation measures</p>	<p><b>Implementing agency:</b> UNDP Georgia/PMU</p> <p><b>Responsible parties:</b> Ministry of Environment Protection, Ministry of Regional Development, Borjomi Governor, community</p> <p><b>Contractors, grantees:</b></p> <p><b>Local experts:</b></p> <ul style="list-style-type: none"> <li>to assess disaster risks including population vulnerability and capacity;</li> <li>to define mitigation measures</li> <li>to produce DRR construction plan.</li> </ul> <p>Local construction company contracted to implement risk mitigation constructions.</p>
<p><b>Output 3:</b> Informal environmental education at secondary schools introduced</p> <p><b>Baseline:</b> Environmental</p>	<p><b>Year 2012</b></p> <p>Informal environmental education at schools, resources, materials and</p>	<p>Activity 3.1. Introduce informal environmental education at local schools</p>	<p><b>Implementing agency:</b> UNDP Georgia/PMU</p> <p><b>Responsible parties:</b> Ministry of Environment Protection, Ministry</p>
			<p><b>National consultant(s) to assess disaster risks including population vulnerability and capacity, define mitigation measures; prepare DRR construction plan:</b> USD 29,000.</p> <p><b>Contractual services with the construction company to implement Mitigation construction works:</b> USD 140,000.</p> <p><b>Total:</b> USD 169,000</p> <p><b>National consultant(s) to assess:</b></p> <ul style="list-style-type: none"> <li>informal environmental</li> </ul>

<p>consciousness is low, protection mechanism is poor, environmental education is the Ministry of Environment's priority for 2022; it has yet to be introduced at schools.</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>▪ Eco clubs established in the selected schools.</li> <li>▪ Additional materials and teachers guide book produced and distributed in eco clubs.</li> <li>▪ Youth interest and participation on environmental awareness and protection increased.</li> </ul>	<p>teaching methods assessed;</p> <p>Plans to set up eco-clubs prepared, including training and support component.</p> <p>Schools for eco-club and an eco-camp selected.</p> <p>Preparatory works for developing materials started.</p> <p><b>Year 2023</b></p> <p>EE materials developed.</p> <p>Eco-clubs established in the selected secondary schools.</p> <p>An eco-camp supported in one of the selected school.</p> <p><b>Year 2024</b></p> <p>Training and support programme for eco-clubs established.</p> <p>Small scale demonstration projects supported for eco-clubs.</p> <p>Materials printed and distributed.</p> <p>Fundraising events organized</p> <p><b>Year 2025</b></p> <p>Closure works and reporting conducted.</p>	<p>Activity 3-2. Demonstration of environmental education in schools, pilot eco-clubs</p>	<p>of Education and Science, Borjomi Governor, community</p> <p><b>Contractors, grantees:</b></p> <p>Local expert/s:</p> <ul style="list-style-type: none"> <li>▪ to assess informal environmental education, resources, materials and teaching methods;</li> <li>▪ prepare plans for eco-clubs;</li> <li>▪ prepare plans for eco-camp;</li> </ul> <p>Local company contracted:</p> <ul style="list-style-type: none"> <li>▪ to establish an eco-camp;</li> <li>▪ to increase environmental education at local schools.</li> </ul>	<p>education, resources, etc;</p> <ul style="list-style-type: none"> <li>▪ prepare plans, materials and training and support programme for eco-clubs: USD 62,500.</li> </ul> <p>ECO-clubs arrangement and operating: USD 85,000.</p> <p><b>Contractual services:</b></p> <ul style="list-style-type: none"> <li>▪ to establish eco-camp establishment;</li> <li>▪ to print and distribute materials produced: USD 110,000.</li> </ul> <p>Stationary for eco-clubs, eco-camps and working groups: USD 3,600.</p> <p>Small scale demonstration projects for eco-clubs: USD 32,000.</p> <p><b>Total: USD 293,100</b></p>
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<p><b>Output 4:</b> Public awareness on responsible environment management of natural resources</p> <p>to attitude and sound natural resources</p> <p><b>Baseline:</b> Awareness, ownership and responsible attitude is low</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>▪ Printed and visual material produced and disseminated.</li> <li>▪ Awareness of local population increased through participation in project activities, events and training.</li> <li>▪ Awareness of local population on sound natural resources, DRR, implications of forest damage, etc. increased through public awareness events.</li> <li>▪ X amount of fund raised for Eco clubs sustainability through fund-raising events.</li> </ul>	<p><b>Year 2012</b></p> <p>Public outreach plan prepared.</p> <p><b>Year 2013</b></p> <p>Public outreach events organized for each component.</p> <p>Materials for public outreach and awareness printed and distributed.</p> <p>Public outreach and awareness raising events organized; some are led by youth through eco-clubs.</p> <p>Eco-clubs supported to organize a fund-raising event.</p> <p><b>Year 2014</b></p> <p>Printed and visual materials on impact of damaged forests, environment awareness and reflecting results of the project are produced and presented to the interested audiences.</p> <p>Public outreach and awareness raising events organized; some are led by youth through eco-clubs.</p> <p>Eco-clubs supported to organize a fund-raising event.</p> <p><b>Year 2015</b></p> <p>Visual material disseminated.</p> <p>Reporting conducted.</p>	<p>Activity 4.1. Increase public awareness using printed and visual materials</p> <p>Activity 4.2. Raise responsible attitude to environment</p> <p>Activity 4.3. Support eco-clubs to raise funds</p>	<p><b>Implementing agency:</b> UNDP Georgia/PMU</p> <p><b>Responsible parties:</b> Ministry of Environment Protection, Borjomi Governor, community</p> <p><b>Contractors, grantees:</b></p> <p>Local company contracted to produce printed and visual materials on the results of sustainable livelihoods, DRR and environmental education.</p> <p>Local company contracted to organize public outreach and fund-raising events.</p>	<p>Contractual services with companies to produce printed and visual materials on project results: USD 33,000.</p> <p>Contractual services with companies to organize PO, awareness raising and fund-raising events: USD 29,000.</p> <p><b>Total:</b> USD 62,000</p>
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<p><b>Output 5: Project management</b></p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>▪ Project results reached.</li> <li>▪ Project delivery secured.</li> <li>▪ Activities implemented as planned.</li> <li>▪ Cost justifies expenditure.</li> </ul>	<p><b>Year 2012</b></p> <p>Field works coordinator and a driver recruited.</p> <p>AWP plans developed and approved.</p> <p>PEB established and monitoring meetings conducted.</p> <p>Regular monitoring conducted.</p> <p>Quarterly and annual reports prepared and submitted.</p> <p>PMU operating.</p> <p><b>Year 2013</b></p> <p>AWP reviewed and approved.</p> <p>PEB meetings conducted.</p> <p>Quarterly and annual reports prepared and submitted.</p> <p>PMU operating.</p> <p><b>Year 2014</b></p> <p>PMU operating.</p> <p>AWP reviewed and approved.</p> <p>PEB meetings conducted.</p> <p>Quarterly and annual reports prepared and submitted.</p> <p>External terminal evaluation conducted, exit strategy developed and</p>	<p><b>Implementing agency:</b> UNDP Georgia/PMU</p> <p><b>Responsible parties:</b> Ministry of Environment Protection, Borjomi Governor, community</p> <p><b>Contractors, grantees:</b></p> <p>International Consultants to conduct external terminal Evaluation..</p> <p>Local companies contracted to provide PMU with office space, utilities, communications, etc.</p>	<p><b>Project management - PMU</b> staff, equipment, local travel, printing and production costs, connectivity charges, miscellaneous and PEB meetings, etc: USD 386,146</p> <p><b>External terminal Evaluation:</b> USD 26,000</p> <p><b>UNDP Communication fee</b> 1%: USD 15,055</p> <p><b>UNDP Facilities &amp; Administration (7%):</b> USD 105,392</p> <p><b>Total:</b> USD 532,593</p>
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Feasibility study; energy efficiency plan;	2,500	2,500	0	0	0	0	0
Implementation of energy efficiency measures;	30,000	15,000	10,000	5,000	0	0	0
Training and support	5,000	0	2,500	2,500	0	0	0
Evaluation of pilot renewable energy and energy efficiency projects	5,000	0	2,500	2,500	0	0	0
<b>Sub-total</b>	<b>100,000</b>	<b>20,000</b>	<b>42,500</b>	<b>37,500</b>	<b>0</b>	<b>0</b>	<b>7%</b>
<b>School Nursery</b>							
Feasibility study and nursery management plan	4,000	4,000	0	0	0	0	0
Nursery construction plan	2,500	2,500	0	0	0	0	0
Construction of a school nursery	40,000	0	40,000	0	0	0	0
Purchase of seedlings and equipment, maintenance	22,000	0	12,000	10,000	0	0	0
Training and support to manage the nursery	10,000	0	5,000	5,000	0	0	0
<b>Sub-total</b>	<b>78,500</b>	<b>6,500</b>	<b>57,000</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>5%</b>
Small scale demonstration projects	180,000	0	90,000	90,000	0	0	0
<b>Sub-total</b>	<b>180,000</b>	<b>0</b>	<b>90,000</b>	<b>90,000</b>	<b>0</b>	<b>0</b>	<b>12%</b>
<b>TOTAL</b>	<b>448,500</b>	<b>56,500</b>	<b>229,500</b>	<b>162,500</b>	<b>0</b>	<b>0</b>	<b>30%</b>
<b>Activity 2. Disaster Risk Reduction Measures</b>							
Disaster risk assessment; DRR plan	9,000	4,500	4,500	0	0	0	0
Site engineering and construction plan	10,000	5,000	5,000	0	0	0	0
Awareness building and training for the local community, selection of DRR projects through participatory process	10,000	3,000	7,000	0	0	0	0
Disaster mitigation measures	140,000	0	100,000	40,000	0	0	0
<b>TOTAL</b>	<b>169,000</b>	<b>12,500</b>	<b>116,500</b>	<b>40,000</b>	<b>0</b>	<b>0</b>	<b>11%</b>
<b>Activity 3 Introducing Environmental Education at secondary schools</b>							
Assessment of informal environmental education; preparation of plans; establish working group	14,500	11,500	3,000	0	0	0	0
Training and support for teachers	25,000	0	10,000	15,000	0	0	0
Training for students	8,000	0	5,000	3,000	0	0	0
Develop EE material	15,000	6,000	9,000	0	0	0	0
Printing and publication of EE material	50,000	0	0	50,000	0	0	0
Eco-clubs - infrastructure, labs, field work	85,000	10,000	45,000	30,000	0	0	0
Eco-camp- establishment	60,000	0	45,000	15,000	0	0	0



Stationary for eco-clubs	3,600	1,200	1,200	1,200	0
Small scale demonstration projects	32,000	0	14,000	18,000	0
<b>TOTAL</b>	<b>293,100</b>	<b>28,700</b>	<b>132,200</b>	<b>132,200</b>	<b>0</b>
<b>Activity 4. Public Outreach</b>					<b>19%</b>
Printing and visual materials	33,000		10,000	18,000	5,000
Public outreach; awareness raising meetings and events	18,000	5,000	5,000	5,000	3,000
Fund-raising events	11,000		5,000	6,000	0
<b>TOTAL</b>	<b>62,000</b>	<b>5,000</b>	<b>20,000</b>	<b>29,000</b>	<b>8,000</b>
<b>Activity 5. Project Management</b>					<b>4%</b>
<b>Contractual services individuals: PMU personnel</b>					
Manager	92,480	24,480	32,640	30,600	4,760
Finance/admin assistant	58,990	15,615	20,820	19,519	3,036
Driver	29,240	7,490	10,440	9,788	1,523
Field works coordinator	41,907	9,157	15,720	14,738	2,293
<b>Sub-total</b>	<b>222,617</b>	<b>56,742</b>	<b>79,620</b>	<b>74,644</b>	<b>11,611</b>
<b>Local consultants</b>					
IT Specialist	3,100	900	1,000	1,000	200
<b>Sub-total</b>	<b>3,100</b>	<b>900</b>	<b>1,000</b>	<b>1,000</b>	<b>200</b>
<b>International consultants</b>					
External Terminal Evaluation	26,000	0		26,000	
<b>Sub-total</b>	<b>26,000</b>	<b>0</b>	<b>0</b>	<b>26,000</b>	<b>0</b>
<b>Office Rent</b>					
Office rent - Tbilisi	27,000	6,750	9,000	9,000	2,250
Utilities	15,750	3,150	4,200	4,200	4,200
Office rent - Borjomi	9,300	2,100	3,600	3,600	0
Utilities	3,400	700	1,200	1,200	300
<b>Sub-total</b>	<b>55,450</b>	<b>12,700</b>	<b>18,000</b>	<b>18,000</b>	<b>6,750</b>
<b>Equipment</b>					
Office Machinery	5,000	5,000	0	0	0
Stationary	3,000	1,000	2,000	1,000	0
Audio-visual equipment	3,000	1,000	1,000	1,000	0

Sub-total	11,000	7,000	2,000	2,000	2,000	0
<i>Local Travel</i>						
Travel to project site	26,780	10,400	11,700	3,640	1,040	
Sub-total	26,780	10,400	11,700	3,640	1,040	
<i>Connectivity charge</i>						
Mobile phone charges	4,300	1,300	1,500	1,500	200	
Internet connection for Tbilisi office	2,400	800	800	800	200	
Internet connection for Borjomi office	1,500	300	600	600	0	
Sub-total	8,200	2,400	2,900	2,900	400	
<i>Printing and production costs</i>						
Publications, reports	4,000	1,000	2,000	1,000	0	
Translation services	4,000	1,000	2,000	1,000	0	
Sub-total	8,000	2,000	4,000	2,000	0	
<i>Contractual services companies</i>						
PEB meetings in Borjomi/site visit	5,000	1,000	1,000	2,000	1,000	
Sub-total	5,000	1,000	1,000	2,000	1,000	
<i>Vehicle Maintenance</i>						
Vehicle Maintenance	14,000	4,000	5,000	4,000	1,000	
<i>Miscellaneous (2% of total budget)</i>						
Miscellaneous (2% of total budget)	32,000	10,000	10,000	10,000	2,000	2%
<i>Communication Fee (1% of total budget)</i>						
Communication Fee (1% of total budget)	15,055	2,280	6,885	5,542	348	1%
<i>GMS (7% overhead of total budget)</i>						
GMS (7% overhead of total budget)	105,391	15,966	48,195	38,795	2,435	7%
<b>TOTAL</b>	<b>532,593</b>	<b>125,388</b>	<b>190,300</b>	<b>190,521</b>	<b>26,784</b>	<b>35%</b>
<b>GRAND TOTAL without GMS</b>	<b>1,400,202</b>	<b>212,122</b>	<b>640,305</b>	<b>515,426</b>	<b>32,349</b>	
<i>GMS (7% overhead of total budget)</i>						
GMS (7% overhead of total budget)	105,391	15,966	48,195	38,795	2,435	
<b>GRAND TOTAL with GMS</b>	<b>1,505,593</b>	<b>228,088</b>	<b>688,500</b>	<b>554,221</b>	<b>34,784</b>	

## 4.2 Annual Work Plan

Year: Starting from April, 2012

EXPECTED OUTPUTS <i>And baseline, associated indicators and annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	RESPONSIBLE PARTY			PLANNED BUDGET			Notes
		Q2	Q3	Q4	Funding Source	Budget Description	Amount	
<p><b>Output 1:</b> Sustainable livelihoods in the villages adjacent to the affected forest areas are promoted</p> <p><b>Baseline:</b> High level of poverty and unemployment, heavy dependency on subsistence agriculture. Forest played an important role in the livelihoods of the villagers</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>▪ Local community mobilized, 10-15% participates and benefits from learning skills and additional income generated through activities initiated by the project.</li> <li>▪ Demand on firewood reduced.</li> <li>▪ Increase of energy efficiency in local schools and municipality in pilot territory.</li> <li>▪ Job opportunities, skills and capacity of local community increased.</li> <li>▪ Agricultural extension service and agro shop operating, managed by local</li> </ul>	<p>Activity 1. Sustainable livelihoods in the villages adjacent to the affected forest areas are promoted</p>	X	X	X	Government of Finland	71300 - Contractual services-individuals	11,500	1
		X	X	X	Government of Finland	72100 - Contractual services – companies	45,000	2

<p>entrepreneurs.</p> <ul style="list-style-type: none"> <li>Community ownership of project initiatives reached.</li> </ul> <p>Awareness and responsible attitude towards environment, as well as understanding of natural resource management increased in pilot communities.</p> <p><b>Targets:</b> to improve livelihoods, decrease demand on firewood, increase awareness and ownership.</p>										<p><b>Sub-Total:</b> 56,500</p>	
<p><b>Output 2:</b> Disaster resilience in target villages is increased through Risk Reduction Measures</p> <p><b>Baseline:</b> Disaster risk for the village Daba has increased significantly due to the damaged forest</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>Risk of floods and mud flows for village Daba reduced.</li> <li>Resilience and awareness of the villagers on disaster risk increased through enhanced interest and participation in DRR measures.</li> </ul> <p><b>Targets:</b> to increase safety, resilience and awareness of the villagers</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>UNDP</p>	<p>Government of Finland</p>	<p>71300 - Contractual services-individuals</p>	<p>12,500</p>	<p>3</p>			
<p><b>Output 3:</b> Informal environmental education at secondary schools introduced</p> <p><b>Baseline:</b> Environmental consciousness is low, protection mechanism is poor,</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>UNDP</p>	<p>Government of Finland</p>	<p>71300 - Contractual services-individuals</p>	<p>12,500</p>	<p>4</p>			
<p><b>Sub-Total:</b></p>							<p>27,500</p>				



<p>environmental education is the Ministry of Environment's priority for 2012; it has yet to be introduced at schools.</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>Increased environmental awareness in secondary schools in the target area as a result of being involved in EE component of the project.</li> <li>Improved teaching materials available for informal environmental education. Eco clubs established in the selected schools.</li> <li>Youth interest and participation on environmental awareness and protection increased.</li> <li>Eco-camp established and functioning in one of the schools.</li> </ul> <p><b>Targets:</b> to place youth in the leadership role enhancing participation and responsible attitude to environment.</p>	X	X	X	UNDP	Government of Finland	72500 - Supplies	1,200	5
							<p><b>Sub-Total:</b> 28,700</p>	
<p><b>Output 4:</b> Public awareness on responsible attitude to environment and sound management of natural resources</p> <p><b>Baseline:</b> Awareness, ownership and responsible attitude is low</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>Printed and visual material produced and disseminated.</li> <li>Awareness of local population</li> </ul>	X	X	X	UNDP	Government of Finland	72100 - Contractual services – companies	5,000	6



		X	X	X	UNDP	Government of Finland	73400 - Rental & Maint of Other Equip	4,000	15
			X		UNDP	Government of Finland	72100 - Contractual Services-Companies	1,000	16
		X	X	X	UNDP	Government of Finland	74500 - Miscellaneous	10,000	17
		X	X	X	UNDP	Government of Finland	75100 - Facilities & Administration	15,966	18
							<b>Sub-Total:</b>		
								<b>125,388</b>	
<b>TOTAL</b>								<b>228,088</b>	

Notes:

- Local experts to conduct feasibility studies, planning and preparatory works for all activities: for agriculture extension service and agro shop; for a local nursery including construction, management plans and other works for suitable and affordable alternative energy units and energy efficiency measures.
- Local service providers to create agriculture extension services owned by local community; to install renewable energy units; to transfer knowledge on maintenance and operation; to install energy efficiency measures and transfer knowledge on maintenance; to implement small scale demonstration projects; local construction company to establish and develop community nursery.
- Local experts to assess disaster risks, population vulnerability and coping capacity; to define disaster risk mitigation measures and produce a plan.
- Local expert/s to assess informal environmental education, resources, materials and teaching methods; to prepare plans for eco-clubs; to prepare plans for an eco-camp.
- Stationary for eco-clubs and working groups.
- Local company to produce public outreach plan for the target area, organize public outreach event and start preparing printed materials on implications of damaged forest and environment protection.
- PMU employees: Project Manager, Administrative Assistant and Field works coordinator are UNDP service contacts (SC) holders: PM - SB4 Q1; PM will work full time for the year 1, 2 and first 6 months of year 3; 75% of time for the 4 months of the years 3; 50% time for the last 2 months of the year 3. Admin Assistant - SB 3, Q1, time wise will work as PM. A temporary Driver will work for the first two months (April-May) on Individual Contract. A full time Driver - SB1 Q1 will be recruited from June and work in line with PM and Admin. Assistant. A Field Works Coordinator - SB2 Q1 will be recruited from June and work for 7 months in the year 1, full time for the year 1, 2 and first 6 months of year 3; 75% of time for the 4 months of the years 3; 50% time for the last 2 months of the year 3.

8. Local Travel - DSA for local travel: 2 persons\*5 days/month\*8 months\*130 USD for the year 1 and year 2; 2 persons\*2 days/month\*9 months\*130 USD for the year 3.
9. Local Consultant - IT specialist serves PMU IT equipment.
10. Cartridges, memory and maintenance cost for office equipment; printing and translation costs.
11. Projector, computer, printer, land phone, copier, etc for Tbilisi and Borjomi offices.
12. Stationary for Tbilisi and Borjomi offices.
13. Office Rent utilities and maintenance for Tbilisi - Office rent is calculated in excessive manner. The rent payment currently is USD 600 which may increase any time if the number of the projects residing in UNDP projects office reduces; plus 350 USD / months / 3 years for utilities. Borjomi office needs a small space with one working station for the Field Works Coordinator. The Municipality or Ministry of Environment might be able to contribute this. But in case it is not possible we considered 300 USD / month, plus utilities -70 USD / month.
14. UNDP communication fee 1% of the total budget; Internet connection for PMU in Tbilisi and Borjomi, MagtiFix, landline and mobile charges.
15. Vehicle - fuel and maintenance.
16. Contractual services with a company for organizing PEB and site visit in Borjomi.
17. Miscellaneous expenses.
18. UNDP overhead costs (7%)

## Annual Work Plan

Year: 2013

EXPECTED OUTPUTS <i>And baseline, associated indicators and annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		Notes
		Q1	Q2	Q3	Q4		Funding Source	Amount	
<p><b>Output 1:</b> Sustainable livelihoods in the villages adjacent to the affected forest areas are promoted</p> <p><b>Baseline:</b> High level of poverty and unemployment, heavy dependency on subsistence agriculture. Forest played an important role in the livelihoods of the villagers</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>▪ Local community mobilized, 10-</li> </ul>	<p><b>Activity 1.</b> Sustainable livelihoods in the villages adjacent to the affected forest areas are promoted</p>	X	X	X		UNDP	Government of Finland	7,500	1





<p><b>Output 2: Disaster resilience in target villages is increased through Risk Reduction Measures</b></p> <p><b>Baseline:</b> Disaster risk for the village Daba has increased significantly due to the damaged forest</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>▪ Risk of floods and mud flows for village Daba reduced.</li> <li>▪ Resilience and awareness of the villagers on disaster risk increased through enhanced interest and participation in DRR measures.</li> </ul> <p><b>Targets:</b> to increase safety, resilience and awareness of the villagers</p>	<p><b>Activity 2. Disaster resilience in target villages is increased through Risk Reduction Measures</b></p>	X	X	X	X	X	UNDP	Government of Finland	71300 - Contractual services-individuals	16,500	4
<p><b>Output 3: Informal environmental education at secondary schools introduced</b></p> <p><b>Baseline:</b> Environmental consciousness is low, protection mechanism is poor, environmental education is the Ministry of Environment's priority for 2012; it has yet to be introduced at schools.</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>▪ Increased environmental awareness in secondary schools in the target area as a result of being involved in EE component of the</li> </ul>	<p><b>Activity 3. Informal environmental education at secondary schools introduced</b></p>	X	X	X	X	X	UNDP	Government of Finland	72100 - Contractual services – companies	109,000	5
										Sub-Total 116,500	
		X	X	X	X	X	UNDP	Government of Finland	71300 - Contractual services-individuals	45,000	6
		X	X	X	X	X	UNDP	Government of Finland	72100 - Contractual services – companies	86,000	7
		X	X	X	X	X	UNDP	Government of Finland	72500 - Supplies	1,200	8

<p>project.</p> <ul style="list-style-type: none"> <li>▪ Improved teaching materials available for informal environmental education. Eco clubs established in the selected schools.</li> <li>▪ Youth interest and participation on environmental awareness and protection increased.</li> <li>▪ Eco-camp established and functioning in one of the schools.</li> </ul> <p>Targets: to place youth in the leadership role enhancing participation and responsible attitude to environment.</p>							<p>Sub-Total: 132,200</p>	
<p><b>Output 4:</b> Public awareness on responsible attitude to environment and sound management of natural resources</p> <p><b>Baseline:</b> Awareness, ownership and responsible attitude is low</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>▪ Printed and visual material produced and disseminated.</li> <li>▪ Awareness of local population increased through participation in project activities, events and training.</li> <li>▪ Awareness of local population on sound management of natural resources, DRR, implications of</li> </ul>	<p><b>Activity 4. Public awareness on responsible attitude to environment and sound management of natural resources</b></p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>UNDP</p>	<p>72100 - Contractual services – companies</p>	<p>20,000</p>	<p>9</p>



	X	X	X	X	UNDP	Government of Finland	75100 - Facilities & Administration	48,195	20
								<b>Sub-Total:</b>	
								190,300	
<b>TOTAL</b>								<b>688,500</b>	

Notes:

- Local experts to conduct the evaluation of the renewable energy and energy efficiency pilot projects.
- Equipment and furniture for Agriculture Extension Service.
- Local service providers to create agriculture extension services owned by local community; to install renewable energy units; to transfer knowledge on maintenance and operation; to install energy efficiency measures and transfer knowledge on maintenance; to implement small scale demonstration projects; local construction company to establish and develop community nursery.
- Local experts for DRR awareness building and training for the local community, selection of DRR projects through participatory process.
- Local Construction Company to implement risk mitigation measures.
- Local expert/s to assess informal environmental education, resources, materials and teaching methods; to prepare plans for eco-clubs; to prepare a plan for an eco-camp;
- A local company to establish an eco-camp; to increase environmental education at local schools; to implement small scale demonstration projects to promote responsible attitude towards environment and environment protection activities
- Stationary for eco-clubs and experts working groups.
- Local company to produce printed materials raising awareness and responsible attitude to environment; to facilitate public outreach and awareness raising meetings and events, disseminate materials.
- PMU employees – the same as in AWP for 2012.
- Local Travel - DSA for local travel: 2 persons\*5 days/month\*9 months\*130 USD for the year 2.
- Local Consultant - IT specialist serves PMU IT equipment.
- Cartridges, memory and maintenance, translation and printing cost.
- Stationary for the Tbilisi and Borjomi offices.
- Office Rent, utilities and maintenance – as in AWP 2012 (budget note 19)
- UNDP communication fee 1% of the total budget; Internet connection for PMU in Tbilisi and Borjomi, MagtiFix, landline and mobile charges.
- Vehicle - fuel and maintenance.
- Contractual services with a company for organizing PEB and site visit in Borjomi.
- Miscellaneous
- UNDP overhead costs (7%)

# Annual Work Plan

Year: 2014

EXPECTED OUTPUTS <i>And baseline, associated indicators and annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET			Notes
		Q1	Q2	Q3	Q4		Funding Source	Budget Description	Amount	
<p><b>Output 1:</b> Sustainable livelihoods in the villages adjacent to the affected forest areas are promoted</p> <p><b>Baseline:</b> High level of poverty and unemployment, heavy dependency on subsistence agriculture. Forest played an important role in the livelihoods of the villagers</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>▪ Local community mobilized, 10-15% participates and benefits from learning skills and additional income generated through activities initiated by the project.</li> <li>▪ Demand on firewood reduced.</li> <li>▪ Increase of energy efficiency in local schools and municipality in pilot</li> </ul>	<p>Activity 1. Sustainable livelihoods in the villages adjacent to the affected forest areas are promoted</p>	X	X			UNDP	Government of Finland	71300 - Contractual services-individuals	7,500	1
		X	X	X	X	UNDP	Government of Finland	72100 - Contractual services – companies	155,000	2

<p>territory.</p> <ul style="list-style-type: none"> <li>▪ Job opportunities, skills and capacity of local community increased.</li> <li>▪ Agricultural extension service and agro shop operating, managed by local entrepreneurs.</li> <li>▪ Community ownership of project initiatives reached.</li> </ul> <p>Awareness and responsible attitude towards environment, as well as understanding of natural resource management increased in pilot communities.</p> <p><b>Targets:</b> to improve livelihoods, decrease demand on firewood, increase awareness and ownership.</p>							<p><b>Sub-Total:</b> 162,500</p>	
<p><b>Output 2:</b> Disaster resilience in target villages is increased through Risk Reduction Measures</p> <p><b>Baseline:</b> Disaster risk for the village Daba has increased significantly due to the damaged forest</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>▪ Risk of floods and mud flows for village Daba reduced.</li> <li>▪ Resilience and awareness of the villagers on disaster risk increased through enhanced interest and participation in DRR measures.</li> </ul> <p><b>Targets:</b> to increase safety, resilience and awareness of the villagers</p>	<p><b>Activity 2. Disaster resilience in target villages is increased through Risk Reduction Measures</b></p>	<p>X</p>	<p>X</p>	<p>UNDP</p>	<p>Government of Finland</p>	<p>72100 - Contractual services – companies</p>	<p>40,000</p>	<p>3</p>
							<p><b>Sub-Total:</b> 40,000</p>	

<p><b>Output 3:</b> Informal environmental education at secondary schools introduced</p> <p><b>Baseline:</b> Environmental consciousness is low, protection mechanism is poor, environmental education is the Ministry of Environment's priority for 2012; it has yet to be introduced at schools.</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>▪ Increased environmental awareness in secondary schools in the target area as a result of being involved in EE component of the project.</li> <li>▪ Improved teaching materials available for informal environmental education. Eco clubs established in the selected schools.</li> <li>▪ Youth interest and participation on environmental awareness and protection increased.</li> <li>▪ Eco-camp established and functioning in one of the schools.</li> </ul> <p><b>Targets:</b> to place youth in the leadership role enhancing participation and responsible attitude to environment.</p>	<p><b>Activity 3. Informal environmental education at secondary schools introduced</b></p>	X	X	X	X	UNDP	Government of Finland	71300 - Contractual services-individuals	36,000	4
						UNDP	Government of Finland	72100 - Contractual services -- companies	95,000	5
			X	X	X	UNDP	Government of Finland	72500 - Supplies	1,200	6
									<b>Sub-Total:</b> 132,200	



<p><b>Output 4:</b> Public awareness on responsible attitude to environment and sound management of natural resources</p> <p><b>Baseline:</b> Awareness, ownership and responsible attitude is low</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>▪ Printed and visual material produced and disseminated.</li> <li>▪ Awareness of local population increased through participation in project activities, events and training.</li> <li>▪ Awareness of local population on sound management of natural resources, DRR, implications of forest damage, etc. increased through public awareness events.</li> <li>▪ X amount of fund raised for Eco clubs sustainability through fund-raising events.</li> </ul> <p><b>Targets:</b> to raise awareness and ownership.</p>	<p><b>Activity 4. Public awareness on responsible attitude to environment and sound management of natural resources</b></p>	X	X	X	X	UNDP	Government of Finland	72100 - Contractual services – companies	29,000	7
<p><b>Output 5:</b> Project management</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>▪ Project results reached.</li> <li>▪ Project delivery secured.</li> <li>▪ Activities implemented as planned.</li> <li>▪ Cost justifies expenditure.</li> </ul>	<p><b>Activity 5. Project Management</b></p>	X	X	X	X	UNDP	Government of Finland	71400 - Contractual services-individuals	74,644	8
		X	X	X	X	UNDP	Government of Finland	71600 - Travel, local DSA	3,640	9
		X	X	X	X	UNDP	Government of Finland	72200 – International Consultants	26,000	10
									<b>Sub-Total:</b> 29,000	



2. Local service providers to create agriculture extension services owned by local community; to install renewable energy units; to transfer knowledge on maintenance and operation; to install energy efficiency measures and transfer knowledge on maintenance; to implement small scale demonstration projects; local construction company to establish and develop community nursery.
3. Local construction company to implement risk mitigation measures.
4. Local expert/s to produce materials, teachers book etc.; provide training and support to eco clubs and an eco-camp;
5. A local company to establish an eco-camp; to increase environmental education at local schools; to implement small scale demonstration projects to promote responsible attitude towards environment and environment protection activities
6. Stationary for eco-clubs and working groups.
7. Local company to produce printed and visual materials on the results of sustainable livelihoods, DRR and environmental education; to facilitate public outreach and awareness raising meetings and events; to organize fund-raising events.
8. PMU – please see AWP 2012 budget note 13
9. DSA for local travel: 2 persons\*2 days/month\*9 months\*130 USD for the year 3.
10. Local Consultant - IT specialist serves PMU IT equipment.
11. International consultants to conduct the external terminal evaluation and recommend exit strategy.
12. Cartridges, memory and maintenance, printing and translation cost.
13. Stationary for the Tbilisi and Borjomi offices.
14. Office Rent and Maintenance – please see AWP 2012 budget note 25
15. UNDP communication fee 1% of the total budget; Internet connection for PMU in Tbilisi and Borjomi, MagtiFix, landline and mobile charges.
16. Vehicle - fuel and maintenance.
17. Contractual services with a company for organizing PEB and site visit in Borjomi.
18. Miscellaneous
19. UNDP overhead costs (7%)

# Annual Work Plan

Year: Till March 2015

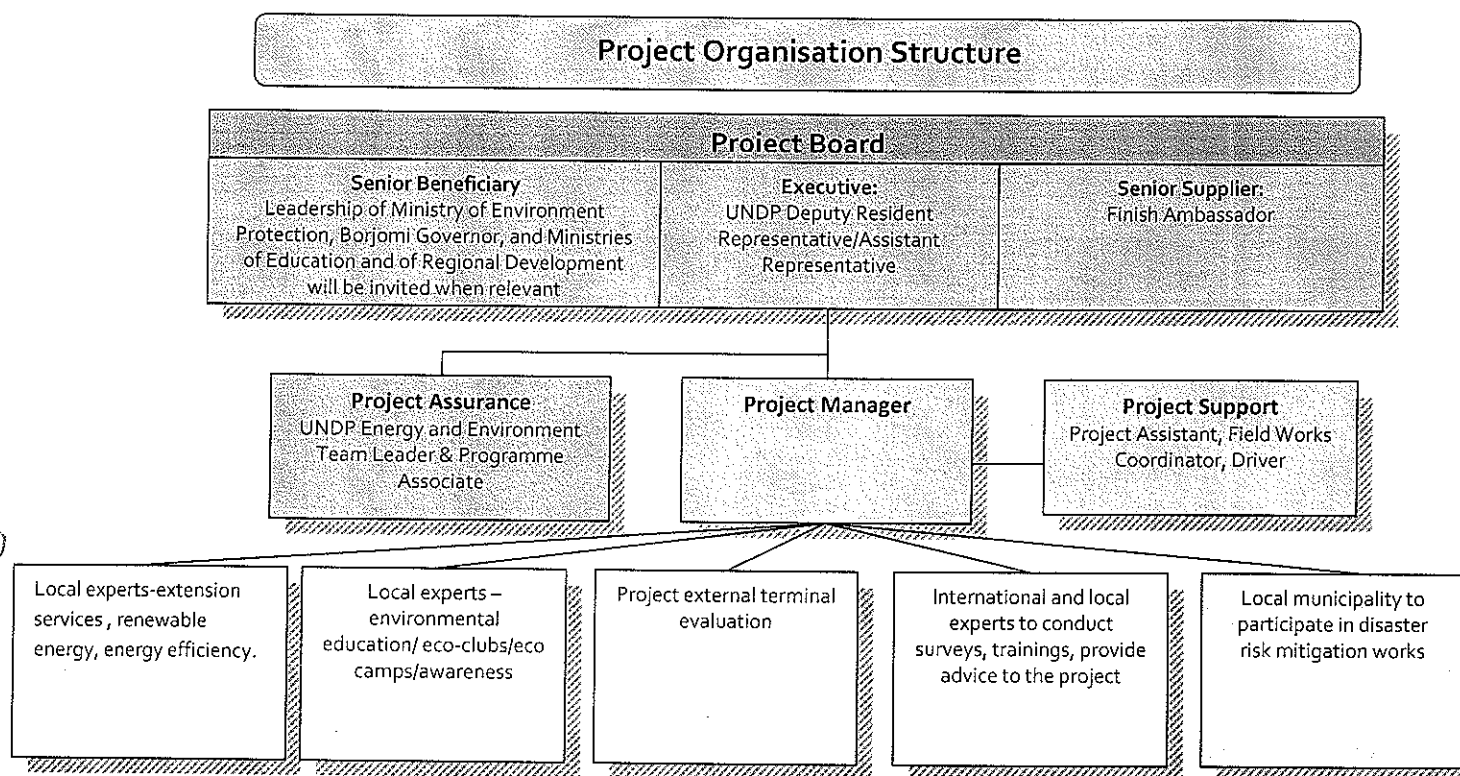
EXPECTED OUTPUTS <i>And baseline, associated indicators and annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET			Notes	
		Q1	Q2	Q3	Q4		Funding Source	Budget Description	Amount		
<p><b>Output 4:</b> Public awareness on responsible attitude to environment and sound management of natural resources</p> <p><b>Baseline:</b> Awareness, ownership and responsible attitude is low</p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>▪ Printed and visual material produced and disseminated.</li> <li>▪ Awareness of local population increased through participation in project activities, events and training.</li> <li>▪ Awareness of local population on sound management of natural resources, DRR, implications of forest damage, etc. increased through public awareness events.</li> <li>▪ X amount of fund raised for Eco clubs sustainability through fund-raising events.</li> </ul> <p><b>Targets:</b> to raise awareness and ownership.</p>	<p>Activity 4. Public Outreach</p>	X				UNDP	Government of Finland	72100 - Contractual services – companies	8,000	1	
<p><b>Output 5:</b> Project management</p>	<p>Activity 5. Project</p>	X				UNDP	Government of Finland	71400 - Contractual services-individuals	<p>Sub-Total:</p> <p>8,000</p>	11,611	2

Indicators:	Management	X				UNDP	Government of Finland	71600 - Travel, local DSA	1,040	3
▪ Project results reached.		X				UNDP	Government of Finland	71300 - Local consultants	200	4
▪ Project delivery secured.		X				UNDP	Government of Finland	73100 - Rental & Maintenance-Premises	6,750	5
▪ Activities implemented as planned.		X				UNDP	Government of Finland	72400 - Communications	748	6
▪ Cost justifies expenditure.		X				UNDP	Government of Finland	73400 - Rental & Maint of Other Equip	1,000	7
		X				UNDP	Government of Finland	72100 - Contractual Services-Companies	1,000	8
		X				UNDP	Government of Finland	74500 - Miscellaneous	2,000	9
		X				UNDP	Government of Finland	75100 - Facilities & Administration	2,435	10
								Sub-Total	26,784	
								TOTAL	34,784	

**Notes:**

1. Local company to facilitate public outreach and awareness raising events, project closure event; to disseminate printed and visual materials.
2. PMU employees: please see AWP 2012 budget note 13
3. Local Travel - DSA for local travel: 2 persons\*2 days/month\*9 months\*130 USD for the year three.
4. Local Consultant - IT specialist serves PMU IT equipment
5. Office Rent, utilities and maintenance – please see AWP 2012 budget note 25
6. UNDP communication fee 1% of the total budget; Internet connection for PMU in Tbilisi and Borjomi, MagtiFix, landline and mobile charges.
7. Vehicle Fuel and Maintenance.
8. Contractual services with a company for organizing PEB and site visit in Borjomi.
9. Miscellaneous
10. UNDP overhead costs (7%)

## V. Management Arrangements



Overall management responsibilities: The Project will be directly implemented by UNDP under the supervision of Energy and Environment Team. Existing Project Management Unit (PMU), composed of a Project Manager (PM), an Admin/Finance Assistant and a Driver, will be used. A Coordinator for the field works/logistics will be hired when necessary; a small office will be organized in the target area; local government counterpart is supposed to contribute an office space. The PMU will oversee and supervise all activities under this project.

Project teams, responsible parties: experienced service providers will be selected and hired through standard UNDP procedure to implement the project activities: sustainable livelihoods, disaster risk reduction, environmental education and public outreach. Community will be mobilized, trained and supported. UNDP Georgia resources will be utilized to share experience, information and contacts.

UNDP will explore existing experience and in house expertise to assess feasibility of introducing renewable energy and energy efficiency measures in target villages. Few pilots will be implemented, results will be evaluated and lessons learned identified to consider replication.

UNDP will assess needs and capacity to come up with the best suitable solutions for introducing environmental education at local schools. Collaboration with other main players (CARE

International, GIZ, Ecovision, CENN, others) will be ensured and arranged through a coordination working group to complement and achieve greater results together to sustain environmental education at secondary schools.

PMU will work closely with the National Counterpart - the Ministry of Environmental protection; and with the Ministries of Education, of Regional Development, Borjomi Municipality, local communities, schools, other stakeholders and players represented in region and working in the same field, including relevant NGOs, donor agencies and private companies.

Communications: PMU will communicate the project related information with a variety of audiences in line with UNDP communication strategy. It will be in charge of keeping the stakeholders informed of the progress overall and on the important project events. PMU will maintain a high level of transparency and openness throughout the project implementation. The same standard will also apply to all publicity materials and public events.

Procedures: UNDP standard rules and regulations will be applied for overall project management including budget, procurement of goods and services, recruitment of additional expertise, payments to service providers and contractors and other project operations.

In order to accord proper acknowledgement to Government of Finland for providing funding, a logo of the Finnish government should appear on all relevant project publications.

Gender mainstreaming will be ensured through equal participation of men and women at project management and expert level. Further consideration is given to gender in the activities of the contracted NGO.

The Project Executive Board (PEB) will direct the Project and be the ultimate decision-maker for it. It will ensure that the project remains on course to deliver the desired outcomes of the required quality. The PEB will make management decisions for the Project when guidance is required or when Project tolerances have been exceeded. More specifically, the PEB will set up tolerance levels for Project stages in terms of duration and disbursement of financial resources. The PEB will review and clear Annual Work Plans (AWP) and annual progress achieved by the Project through Annual Project Reviews based on the approved annual work plans. The Annual Work Plan and the budget revisions will be sent to the UNDP CO for approval. It will review and approve project stage (quarterly) plans and will authorize any major deviation from these agreed plans. The PEB is the authority that signs off on the completion of each stage plan as well as authorizes the start of the next stage plan. It will ensure that required resources are committed, will arbitrate any conflicts within the project or negotiate a solution to any problems between the project and external bodies. The PEB will meet on a quarterly basis (more often if required). Prior to the quarterly meetings, the PM will duly submit the progress report on the previous period and the plan for the next one. The PEB will evaluate submitted documents and be in charge of approving plans and budgets.

The PEB will be composed of the Executive, Senior User and Senior Supplier roles.

The Executive is ultimately responsible for the Project, supported by the Senior User/Beneficiary and Senior Supplier. The Executive's role is to ensure that the Project is focused throughout its life cycle on achieving its outputs. The Executive has to ensure that the Project has a cost-conscious approach, balancing the demands of the user (or beneficiary) and the supplier. For the project purposes, UNDP Deputy Resident Representative or Assistant Representative will play the executive role.

The Senior User/Beneficiary is responsible for specification of the needs of all those who will be primarily using or benefiting from the project outputs, for user liaison with the project team and for monitoring that the solution will meet those needs. The Senior User role commits user resources and monitors project outputs against agreed requirements. Ministry of Environment Protection will represent the Senior User in the PEB. Representatives of Borjomi Municipality, Ministries of Education and of Regional Development as well as participating community and local schools can be invited as and when relevant.

The Senior Supplier represents the interests of those committing resources either financial or human to the project. The Senior Supplier is accountable for the quality of the outputs delivered by the supplier(s). The Senior Supplier role must have the authority to commit or acquire the supplier resources required. Finish Ambassador is a permanent member of the PEB as senior supplier. Other interested donors might also be invited to the board either as a permanent members or observers.

Project Assurance is one of the key roles in the project management structure. The Project Assurance will act as an objective quality monitoring agent, avoiding the potential "self-serving bias". In addition, the project assurance will verify the products' or outputs' quality. UNDP Energy and Environment Team Leader/Program Associate will play the Project Assurance role.



## VI. Monitoring Framework and Evaluation

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the project will be monitored through the following:

### Within the annual cycle

- On a quarterly basis, a quality assessment shall record progress towards the completion of key results, based on quality criteria and methods captured in the Quality Management table below.
- An Issue Log shall be activated in Atlas and updated by the Project Manager to facilitate tracking and resolution of potential problems or requests for change.
- Based on the initial risk analysis submitted (see annex 1), a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation.
- Based on the above information recorded in Atlas, a Project Progress Reports (PPR) shall be submitted by the Project Manager to the Project Board through Project Assurance, using the standard report format available in the Executive Snapshot.
- a project Lesson-learned log shall be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the project
- a Monitoring Schedule Plan shall be activated in Atlas and updated to track key management actions/events

### Annually

- **Annual Review Report** - An Annual Review Report shall be prepared by the Project Manager and shared with the Project Board and the Outcome Board. As minimum requirement, the Annual Review Report shall consist of the Atlas standard format for the QPR covering the whole year with updated information for each above element of the QPR as well as a summary of results achieved against pre-defined annual targets at the output level.
- **Annual Project Review** - Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the Project Board and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes.
- **Terminal evaluation of the project** - In order to undertake final evaluation of project results and achievements and capture lessons learned an international external evaluator will be hired who will conduct the evaluation in accordance with UNDP evaluation guidelines and policies.

## Quality Management for Project Activity Results

OUTPUT 1: Sustainable livelihoods in the villages adjacent to the affected forest areas		
<b>Activity Result 1</b>  <b>(Atlas Activity ID)</b>	<i>Short title to be used for Atlas Activity ID</i>  1.1 Development and implementation of sustainable livelihoods approach in the target villages  1.2 Introduction of a pilot renewable energy and energy efficiency scheme for households, schools and municipality buildings reducing demand on firewood	Start Date: 2012  End Date: 2015
<b>Purpose</b>	<i>What is the purpose of the activity?</i>  To develop sustainable livelihoods approach; to introduce pilot renewable energy and energy efficiency for households, schools and municipality buildings reducing demand on firewood; raising environmental awareness and responsible attitude.	
<b>Description</b>	<i>Planned actions to produce the activity result.</i> <ul style="list-style-type: none"> <li>• Conduct feasibility studies;</li> <li>• Develop a framework for the pilot community activities based on the feasibility studies;</li> <li>• Establish and operate Small scale demonstration projects to support sustainable livelihoods and responsible attitude to environment;</li> <li>• Prepare renewable energy and energy efficiency plans;</li> <li>• Facilitate establishment of the necessary infrastructure (organizational and legal framework) for the pilot community activity through provision of technical advice and guidance;</li> <li>• Impalement pilots in the target villages and introduce of a pilot renewable energy and energy efficiency scheme</li> <li>• Mobilize community to ensure participation; provide training, access to information and support to raise local capacity.</li> </ul>	
<b>Quality Criteria</b>  <i>how/with what indicators the quality of the activity result will be measured?</i>	<b>Quality Method</b>  <i>Means of verification. What method will be used to determine if quality criteria has been met?</i>	<b>Date of Assessment</b>  <i>When will the assessment of quality be performed?</i>
Level of the community interest and participation.	Regular monitoring and evaluation conducted by PMU.	PMU will conduct regular monitoring and assessments; external terminal evaluation will follow in 2014.
Number of income generation projects initiated and operating.	Quarterly progress and annual reports submitted to PEB.	
Level of household incomes increased.	External terminal evaluation report.	

	PEB monitoring visits and decision making meetings.	
<b>OUTPUT 2: Disaster risk reduction and mitigation measures</b>		
<b>Activity Result 1</b> <b>(Atlas Activity ID)</b>	<i>Short title to be used for Atlas Activity ID</i> Disaster resilience in target villages increased through Risk Reduction Measures	Start Date: 2012 End Date: 2014
<b>Purpose</b>	<i>What is the purpose of the activity?</i> To decrease disaster risk for the village Daba and implement mitigation measures	
<b>Description</b>	<i>Planned actions to produce the activity result.</i> <ul style="list-style-type: none"> <li>• Review of existing assessments, conduct an additional risk assessment including vulnerability and coping capacity of village Daba population.</li> <li>• Define a disaster risk reduction and management plan.</li> <li>• Implement disaster mitigation measures.</li> <li>• Implement training and support to local population to increase their awareness and resilience capacity.</li> </ul>	
<b>Quality Criteria</b> <i>how/with what indicators the quality of the activity result will be measured?</i>	<b>Quality Method</b> <i>Means of verification. What method will be used to determine if quality criteria has been met?</i>	<b>Date of Assessment</b> <i>When will the assessment of quality be performed?</i>
Existing disaster risks reduced; awareness and resilience are greater than before.  Village Daba population participation level.	Disaster risk, vulnerability and capacity assessment of the village Daba.  Evaluation of the results of DRR measures in Daba.	Evaluation of the results of DRR measures in Daba will be a part of the external terminal evaluation in 2014.
<b>OUTPUT 3: Informal environmental education at secondary schools introduced</b>		
<b>Activity Result 1</b> <b>(Atlas Activity ID)</b>	<i>Short title to be used for Atlas Activity ID</i> Introduce informal environmental education at local schools through piloting eco-clubs, helping with materials and teachers' guide books, training and support.	Start Date: 2012 End Date: 2015
<b>Purpose</b>	<i>What is the purpose of the activity?</i> To raise responsible attitude to environment, awareness and ownership in the target	

	communities.	
<b>Description</b>	<i>Planned actions to produce the activity result.</i> <ul style="list-style-type: none"> <li>• Assessment of available resources, methods and existing material at secondary schools.</li> <li>• Facilitate establishment of eco clubs in the secondary schools of Borjomi Municipality. Establish training and support tools for them.</li> <li>• Establish Small scale demonstration projects to ensure sustainability of eco-clubs beyond the project life time.</li> <li>• Assist eco clubs to conduct public outreach and fundraising events to raise their profile and sustainability.</li> <li>• Evaluate results and produce a lessons learned report to replicate eco clubs elsewhere in the region.</li> </ul>	
<b>Quality Criteria</b>	<b>Quality Method</b>	<b>Date of Assessment</b>
<i>how/with what indicators the quality of the activity result will be measured?</i>	<i>Means of verification. What method will be used to determine if quality criteria has been met?</i>	<i>When will the assessment of quality be performed?</i>
<p>Number of eco clubs, created; material and teacher's guide book printed and distributed in all participating schools.</p> <p>Number of teachers and students involved.</p> <p>Number of small initiatives implemented by eco clubs using SGS.</p> <p>Number and quality of events organised by eco clubs.</p> <p>Eco camp operating.</p>	<p>Regular monitoring and evaluation conducted by PMU.</p> <p>Quarterly progress and annual reports submitted to PEB.</p> <p>External Terminal Evaluation report.</p> <p>PEB monitoring visits and decision making meetings.</p>	<p>PMU will conduct regular monitoring and assessments; external terminal evaluation will follow in 2014.</p>
<b>OUTPUT 4: Public awareness on responsible attitude to environment and sound management of natural resources</b>		
<b>Activity Result 1</b>	<i>Short title to be used for Atlas Activity ID</i>	Start Date: 2012
<b>(Atlas Activity ID)</b>	Increase public awareness using printed and visual material, raise responsible attitude to environment and understanding of natural resource management.	End Date: 2015

<b>Purpose</b>	<p><i>What is the purpose of the activity?</i></p> <p>To increase demand on clean and safe environment, awareness on environmental damage and its implications and ownership.</p>	
<b>Description</b>	<p><i>Planned actions to produce the activity result.</i></p> <ul style="list-style-type: none"> <li>• Prepare printed and visual material reflecting results of local nursery, energy efficiency, disaster risk reduction measures, youth participation in safe environment events, etc.</li> <li>• Implement campaigns, events, workshops led by youth involved in environmental education / eco-clubs</li> <li>• Support eco clubs to raise funds for their sustainability</li> </ul>	
<b>Quality Criteria</b>	<b>Quality Method</b>	<b>Date of Assessment</b>
<p><i>how/with what indicators the quality of the activity result will be measured?</i></p> <p>Relevant material is prepared, approved, printed and disseminated as appropriate.</p> <p>A small film is produced and presented to the interested audiences.</p> <p>Number of PO events organised, level of interest/attendance.</p> <p>Amount raised for eco clubs at fund raising events.</p> <p>Level of public participation and interest to clean environment in the target communities has grown.</p>	<p><i>Means of verification. What method will be used to determine if quality criteria has been met?</i></p> <p>Regular monitoring and evaluation conducted by PMU.</p> <p>Quarterly progress and annual reports submitted to PEB.</p> <p>External Terminal Evaluation report.</p> <p>PEB monitoring visits and decision making meetings.</p>	<p><i>When will the assessment of quality be performed?</i></p> <p>PMU will conduct regular monitoring and assessments; external terminal evaluation will follow in 2014.</p>

## VII. Legal Context

This document together with the CPAP signed by the Government and UNDP which is incorporated by reference constitute together a Project Document as referred to in the SBAA [or other appropriate governing agreement] and all CPAP provisions apply to this document.

Consistent with the Article III of the Standard Basic Assistance Agreement, the responsibility for the safety and security of the implementing partner and its personnel and property, and of UNDP's property in the implementing partner's custody, rests with the implementing partner.

The implementing partner shall:

- a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
- b) assume all risks and liabilities related to the implementing partner's security, and the full implementation of the security plan.

UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

The implementing partner agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document".

## **List of Annexes**

Annex 1 – Risk Analysis

Annex 2 – Third Party Cost Sharing Agreement

Annex 3 - ToR of PMU staff

Annex 4 – Shortened version of the Joint OSCE-UNEP Assessment (JNA)

Annex 5 - Joint letter by the Ambassadors of USA, EU Delegation and UNDP Georgia sent to the Minister of ENR on 07.10.11

Annex 6 – Minutes of the PEB and Working Group meetings

Annex 7 – Rapid Rural Assessment and local Livelihood Opportunities

ANNEX I: RISK LOG

PROJECT OFFLINE RISK LOG

Project Title: Promotion of Sustainable Livelihoods and Responsible Attitude to Environment		Award ID: 00059550		Date: 30.03.12					
#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mngt response	Owner	Submitted, updated by	Last Update	Status
1	Changes in National Priorities and / or in related legislation resulting in lack of commitment of the Government agencies	End 2011 assumption based on the last years experience	Strategic	P = 2  I = 4	Close monitoring of the situation;  Regular negotiations with the Ministry of Environment;  Keep PEB updated and alert of a potential increase in risk level	PMU and UNDP Energy and Environment Team Leader	Project Manager	Ongoing	for the moment there is low risk
2	Political turmoil due to upcoming elections in fall 2012 resulting in lack of continued interest/political support	Beginning of 2012 assumption based on upcoming Parliamentary Elections in fall of 2012	Political	P = 4  I = 3	Closely monitor the political situation; Keep PEB informed and alert of a potential increase in risk level	PMU and UNDP Energy and Environment Team Leader	Project Manager	Ongoing	no change



3	Lack of land resources to be used for the project purpose in the target communities	February 2012	Regulatory Operational	P = 3  I = 4	Feasibility Assessment prior to investing. If land is not available for the project, PEB has to approve change in AWP in 2012	PMU	Project Manager	Ongoing	no change
4	Lack of local capacity to ensure success of income generation activities	2012 assumption based on RRA	Organizational	P = 3  I = 4	Build capacity through training and support	PMU	Project Manager	Ongoing	no change
5	Lack of interest and commitment of target communities to sustain the activities initiated by the project	2012 assumption based on existing pattern and attitude elsewhere in Georgia	Operational Environmental	P = 3  I = 4	Build sense of ownership and commitment through training, support and investment	PMU	Project Manager	Ongoing	no change
6	Lack of time and financial resources to achieve sustainability	2012	Operational Financial	P = 2  I = 3	Develop precise AWP, monitor results closely and make changes if necessary; Implement an exit strategy based on terminal evaluation recommendations;	PMU	Project Manager	Ongoing	no change

7	Lack of enabling environment (legislation, institutions) to establish a community-based nursery	2012 Assumption based on experience of other projects	Operational	P = 3  I = 4	Support target groups to publicize success stories and to mobilize resources	PMU	Project Manager	Ongoing	No change
8	Medium-to large scale disaster in the target area suspending normal operation	2012 Assumption	Operational	P = 3  I = 4	Alert and discuss with PEB	PMU	Project Manager	Ongoing	No change