



# STOP RAPE NOW

UN ACTION AGAINST SEXUAL VIOLENCE IN CONFLICT

ANNEX A.2

## MULTI-PARTNER TRUST FUND FOR UN ACTION AGAINST SEXUAL VIOLENCE IN CONFLICT PROJECT PROPOSAL SUBMISSION FORM

<b>Part A. Meeting Information</b> (To be completed by the UN Action Secretariat)	
<b>RMC Meeting No:</b> UNA016	<b>Project<sup>1</sup> No:</b> UN/ <b>UNA 027</b>
<b>Date of Meeting:</b> 25 January 2012  Email circulation to RMC	<b>RMC members in attendance at meeting:</b> : Kate Burns, Mendy Marsh, Veronica Birga, Gillian Holmes, Mari Matsumoto, Laura Martin
<b>Part B. Project Summary</b> (To be completed by the Participating UN Organization)	
<b>Date of Submission:</b> 18 January 2012 Other: 2 May 2012 (re-circulated for an increase in the support cost from 3 to 7%) Resubmission via email to RMC on 2 May for approval of support cost increase from 3% to 7%. This was approved.	<b>Participating UN Organization(s):</b> UN Action/OHCHR/DPKO
	<b>Participating UN Organization receiving funds:</b> DPKO (and DFS for administration of Personnel)
<b>Focal Point of the Participating UN Organization(s):</b>  Name: Veronica Birga, OHCHR Telephone: +41 22 928 9565 Email: <a href="mailto:vbirga@ohchr.org">vbirga@ohchr.org</a>  Name: Nathalie Ben Zakour Man Telephone : Tel: (1) 917-367-5397 E-mail: <a href="mailto:Man1@un.org">Man1@un.org</a>	<b>Project Title:</b> Strengthening the capacities of MONUSCO to implement the MARA Provisional Guidance Note, through the deployment of a Women Protection Advisor (WPA)
	<b>Project Location(s):</b> Kinshasa
<b>UN Action pillar of activity:</b> <input type="checkbox"/> Advocacy <input type="checkbox"/> Knowledge building <input checked="" type="checkbox"/> Support to UN system at country level	<b>Projected Project Duration:</b> 12 months (March 2012-February 2013)
<b>Proposed project, if approved, would result in:</b>	<b>Total Project Budget:</b>

<sup>1</sup> The term "project" is used for projects, programmes and joint programmes.

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<input checked="checked" type="checkbox"/> New Project <input type="checkbox"/> Continuation of previous funding <input type="checkbox"/> Other (explain)	254,262 U.S dollars <b>Amount of MDTF funds requested:</b>  254,262 US dollars  <b>Percentage of indirect support costs from MDTF contribution:</b>						
<b>Projected Annual Disbursements:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">2011</td> <td style="width: 33%; text-align: center;">2012</td> <td style="width: 33%; text-align: center;">2013</td> </tr> <tr> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$ 254,262</td> <td style="text-align: center;">\$</td> </tr> </table>	2011	2012	2013	\$	\$ 254,262	\$
2011	2012	2013					
\$	\$ 254,262	\$					
<b>Projected Annual Commitments:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">2011</td> <td style="width: 33%; text-align: center;">2012</td> <td style="width: 33%; text-align: center;">2013</td> </tr> <tr> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> </table>	2011	2012	2013	\$	\$	\$
2011	2012	2013					
\$	\$	\$					

## Application Instructions for Narrative Summary

The questions below are for guidance in developing the narrative under each sub-heading. Applicants should address these questions to the extent possible.

### I. Overview

- a. Provide a brief overview of the project, including overall goals and objectives, key strategies, expected results, and intended beneficiaries.
- b. Specify the geographic location(s) of the proposal and/or countries addressed.

### II. Proposal's compliance with UN Action's Strategic Framework

- a. What pillar does the proposal fall under? (support to UN system action at country level, advocacy, or knowledge-building)
- b. Explain how the proposal enhances UN system coordination and joint programming.
- c. Explain how the UN, governmental organizations, NGOs, and other key stakeholders will be engaged throughout implementation of the proposal.
- d. Explain how the proposal would strengthen the capacity of national institutions to deal with conflict-related sexual violence.

### III. Success criteria and means of evaluating results

- a. Explain how the Participating UN Organisation(s) submitting the proposal have the institutional capacity to successfully achieve the proposed objectives.
- b. Describe the overall management structure of this project.
- c. Explain how the proposal will be monitored and evaluated.

### IV. Budget

- a. Describe other attempts to apply for funding for this particular proposal.



## Narrative Summary

### V. Overview

In line with paragraph 12 of resolution 1888 and paragraph 10 of resolution 1960, the Terms of Reference for Women Protection Advisors (WPAs) were jointly prepared by the Department of Political Affairs, the Department of Peacekeeping Operations, the Office of the High Commissioner for Human Rights and the Office of the Special Representative on Sexual Violence in Conflict, in consultation with members of UN Action against Sexual Violence in Conflict<sup>2</sup>. The implementation of the conflict-related sexual violence mandate requires a three-pronged approach. Therefore, a WPA shall be located in the office of the D/SRSG and should work in close collaboration with designated WPAs located within Human Rights and Gender Components. The roles of the respective WPAs shall be complementary and serve to strengthen the response of human rights, gender and other relevant components to conflict related sexual violence, in line with relevant Security Council's resolutions. The role of the WPAs, must be also seen in conjunction with the new functions that Security Council's resolutions 1960 requires of peace mission, in particular the establishment of Monitor, Analysis and Reporting Arrangements (MARA).

According to the Terms of Reference, the WPA **within the D/SRSG office (WPA OSRSG)** shall coordinate among all relevant UN actors in order to strengthen the monitoring and reporting, prevention and response to conflict-related sexual violence against women, men and children. The WPA D/SRSG shall provide support as appropriate to the UN actors for the implementation of the Security Council mandate on conflict-related sexual violence. Specifically, the role of the WPA D/SRSG will focus on the implementation of the MARA: coordination of actors involved in dialogue with parties to conflict for commitments; and contributing to the integration of conflict-related sexual violence considerations in UN policies, planning, operations and training.

The **WPA (Human Rights)** shall, *inter alia*, lead the monitoring and reporting function of the MARA Working Group, coordinate the preparation of reports, undertake analysis of information to contribute to the understanding of the patterns and trends of sexual violence, and plan and coordinate multidisciplinary investigation teams.

The **WPA (Gender)** shall, *inter alia*, lead in mainstreaming, training, capacity building and response aspects. This includes working with Civilian, Police and Military components of missions to integrate sexual violence concerns in policy, activities, standard operating procedures, etc. WPA (Gender) shall also ensure adequate training to all mission components on conflict-related sexual violence, and contribute to the development and implementation of protection plans and comprehensive strategies.

Following to the finalization of the MARA Provisional Guidance Note and the WPAs Terms of Reference, UN Action decided to support the accelerated implementation of MARA in four priority countries: the Democratic Republic of Congo (DRC); Central African Republic (CAR); Cote d'Ivoire; and South Sudan. Accordingly, the missions were requested to hold internal consultations regarding internal arrangements for the implementation of MARA and WPA and indicate the support required.

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<sup>2</sup> Terms of Reference attached

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MONUSCO, after internal consultations led by the Office of the DSRSG-Rule of Law, and involving the Joint Human Rights Office, the Gender Unit, and the Sexual Violence Unit, decided that, a senior Protection Advisor recruited in the Office of the DSRSG (secured through extra-budgetary funding from the Government of Canada) would be identified as the WPA/DSRSG, and based in Kinshasa. For the Gender Unit, a Gender Affairs Officer under recruitment and to be based in Bukavu, in conflict-affected South Kivu province would be tasked as the WPA for the Gender Unit.

For the Joint Human Rights Office (MONUSCO's Human Rights Division) while a focal point on MARA reporting has been identified, and the JHRO's offices conduct monitoring and follow-up on conflict-related sexual violence (CRSV), it was decided that extra-budgetary funding be sought as a matter of urgency, to support the deployment of a Women Protection Adviser at P4 level, to strengthen the reporting and analysis on CRSV, and coordinate the working group on MARA. Due to the advance planning/budgeting cycle for peace missions (including MONUSCO) the Mission's Results-Based Budget (RBB) request for the current year (1 July 2011 to 30 June 2012) was submitted in September 2010. The Mission's Results-Based budget for the 1 July 2012 to 30 June 2013 cycle was also submitted in September 2011, prior to receiving final guidance on the MARA implementation modalities and identification of WPAs. The WPA post will be included in the JHRO's RBB request for the cycle beginning in July 2013. This request to the UN Action Multi-Donor Trust Fund for a WPA in the UNJHRO will provide bridge coverage to enable immediate implementation of MARA requirements in DRC, pending its absorption into regular budget resources.

The incidence of sexual violence in the DRC is extremely high, ranging from CRSV perpetrated by the DRC Army in the context of military operations in eastern DRC, by units of the DRC Police deployed to stabilize areas with receding conflict, CRSV committed by myriad Congolese and foreign armed groups, and sexual violence against migrants including on DRC's borders with Angola. The Joint Human Rights Office (JHRO) presently has a Reporting and Investigations Unit at its headquarters in Kinshasa, which receives, consolidates, and reports on information pertaining to all human rights violations which are monitored by the JHRO's 19 field offices (the JHRO has an office and/or sub-offices in all of the DRC's 11 provinces). However, the Reporting and Investigations Unit does not have dedicated staff capacity in the area of monitoring and reporting on Sexual Violence.

Principal WPA Responsibilities within UNJHRO: The WPA/Human Rights would have two main areas of responsibility: (a) strengthening monitoring, reporting, and analysis on conflict-related sexual violence, (b) coordinating the working group and forum on MARA within the UN system in DRC. A WPA tasked with this function will have as *monitoring, reporting, and analytical tasks*, to: (i) provide normative guidance on standards to JHRO field offices in monitoring and investigating CRSV which falls within the purview of UN Security Council Resolution 1960 (initial guidance will preferably be provided as a priority task after the WPA's deployment and reviewed/updated progressively), (ii) advise, assist field teams, and follow-up on investigations into sexual violence and (iii) consolidate information and inputs on CRSV submitted by JHRO's 19 field offices and other JHRO investigations.



**VI. Proposal's compliance with UN Action's Strategic Framework**

- a. What pillar does the proposal fall under?

The proposal falls under Pillar A: Support to UN System-Wide Action at Country Level. UN Action's 2011-12 Strategic Framework states that "UN Action will intensify its strategic support to UN missions as priority countries by the SRSG-SVC". The Democratic Republic of Congo is one of the priority countries and furthermore one of the countries for MARA accelerated implementation.

- b. Explain how the proposal enhances UN system coordination and joint programming.

The WPA/Human Rights will work with other mission components and UN entities, to, *inter alia*: coordinate the work of the MARA Working Group; ensure integration of conflict-related sexual violence response in the implementation of the UN's DRC Strategy and Plan of Action against sexual Violence adopted in 2009; bring relevant actors together to analyse the information; coordinate/facilitate the analysis of trends and patterns which should inform UN responses to sexual violence on the ground; and feed information and analysis, as appropriate, to the broader "consultation" forum to be established under MARA.

- c. Explain how the UN, governmental organizations, NGOs, and other key stakeholders will be engaged throughout implementation of the proposal.

The WPA/Human Rights, for the nature of the functions of the post as determined in the TORs, will work with and through relevant MONUSCO civilian, police and military components and UN entities on the ground, as foreseen in the MARA Guidance note and TORs of WPAs, as follows:

- the WPA/Human Rights will share, as appropriate and according to existing policies and guidance, information and analysis with broader fora where authorities and civil society organizations may participate, so as to, *inter alia*, to strengthen advocacy and inform responses.
- The WPA/Human Rights will liaise with UN entities and agencies, Government counterparts, and NGO implementing partners within the framework of the UN – Government of DRC National Strategy on Combating Sexual Violence adopted in 2009, feed information and analysis on trends to inform the multi-sector responses conducted under the Plan of Action against Sexual Violence that accompanies this strategy.

- d. Explain how the proposal would strengthen the capacity of national institutions to deal with war-related sexual violence.

As mentioned above, and in line with the Terms of Reference, the WPA/Human Rights will, *inter alia*, feed information into the key coordination fora between the UN, DRC Government, and NGOs to inform responses to conflict-related sexual violence; work with all relevant actors

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to inform and orient programs and projects for survivors of conflict-related sexual violence; provide analysis to strengthen the work of the Human Rights component in the design, delivery and evaluation of training programmes focusing on sexual violence for Government institutions (especially actors of the criminal justice/penal chain); and provide analysis and guidance on national measures to implement the recommendations of, and the DRC Government's commitments in preventing and responding to conflict-related sexual violence under relevant UN Security Council resolutions as well as recommendations of the Human Rights Council.

### **VII. Success criteria and means of evaluating results**

- a. Explain how the Participating UN Organisation(s) submitting the proposal has the institutional capacity to successfully achieve the proposed objectives.

The UNJHRO is at present the lead component in the conduct of investigations into incidents of sexual violence and in the verification of information. The JHRO has Human Rights Officers based in 19 offices and sub-offices, with a presence in each of the DRC's eleven provinces. In the provinces of the DRC currently affected by intense conflict, the Joint Human Rights Office has the following offices and sub-offices: North Kivu province (Goma, Beni, and Butembo), South Kivu (Bukavu and Uvira), and Orientale province (Kisangani, Bunia, and Dungu). The JHRO has offices in the provinces bordering Angola (Bas-Congo and Bandundu) and in Equateur province which has faced intermittent spates of local conflict involving sexual violence (Mbandaka and Gbadolite). JHRO's offices and sub-offices conduct substantial monitoring and reporting of human rights violations, including sexual violence (Field offices submit weekly reports on standardized templates detailing violations documented grouped by category – including sexual violence). Additionally, the JHRO's Reporting and Investigations Unit has a Special Investigations team, which has conducted recently investigations into sexual violence, leading to reports published by the High Commissioner and/or MONUSCO. Two such recent reports were into mass rapes committed by renegade DRC Army factions and armed groups in Walikale, North Kivu, in July – August 2010, and mass rapes and other violations committed by FARDC units in Bushani and Kalambahiro in North Kivu in December 2010 and January 2011.

According to the MARA Guidance Note and WPAs TORs, the UNJHRO is to take the lead in the monitoring and investigation work of the MAFRA Working Group. An additional P-4 WPAs will provide a dedicated resource to provide consistency and guidance in the UNJHRO's monitoring and investigation of cases of conflict-related sexual violence, through the use of coherent and consistent definitions, and through a centralized analysis of trends and patterns for the purpose of listing and de-listing under 1960. The advantage of placing additional resources into the UNJHRO is that the WPA will be able to count on a strong presence throughout the territory, staff with expertise in monitoring and investigation and a network of partners and sources that can maximize the impact of his/her work.

- b. Describe the overall management structure of this project.



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The Women Protection Adviser will be attached to the Joint Human Rights Office's Reporting and Investigations Unit. In their daily work, they will interact with the other WPAs in the Mission as well as relevant UN agencies. They will also collaborate with Units, Programs, and Projects working on response to sexual violence within JHRO, including the Access to Justice Program on Sexual Violence, the Project on Reparations for Sexual Violence, and the Justice/Combating Impunity Unit. The WPA will report to Coordinator of the Reporting and Investigations Unit and to the Deputy Director of the Joint Human Rights Office, and work under the overall supervision and authority of the Director of the UNJHRO. In addition to the statutory reports submitted in the context of reporting obligations under MARA, a mid-year, and an end-of year report will be submitted to UN Action on the work of the WPA within the Joint Human Rights Office. This report will highlight progress achieved, challenges faced, and lessons learned from the deployment of a WPA into the UNJHRO, and its impact on the UN action against conflict-related sexual violence.

c. Explain how the proposal will be monitored and evaluated.

Based on the principal responsibilities of the WPA in the UNJHRO identified in section I above (Overview), an annual *work-plan* outlining the main accomplishments and outputs of the WPA, working in coordination with UN and other actors within and outside the JHRO will be developed after their deployment. Progress on the annual work-plans will be evaluated twice each year, at the mid-point and at the end of year, prior to submission of the above-mentioned progress reports to UN Action. These evaluations will identify ways to increase the WPAs impact. Orientation and direction at strategic level, in this regard will be provided for all the Mission's WPAs through consultation between the DSRSG-Rule of Law, and the Directors / Chiefs of the Joint Human Rights Office and Gender Sections respectively.

<b>Part C. Initial Review of Proposal</b> <i>(To be completed by the UN Action Secretariat)</i>	
(a) Is the project explicitly linked to the UN Action Strategic Framework?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(b) Is the project effective, coherent, and cost-efficient?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(c) Does it avoid duplication and significant overlap with the activities of other UN system entities?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(d) Does it build on existing capacities, strengths and experience?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(e) Does it promote consultation, participation and partnerships and agree with the existing country coordination mechanism?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(f) Is the Project Proposal Submission Form fully completed?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(g) Is the Budget in compliance with the standard format?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(h) Is the indirect support cost within the approved rate?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

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## Part D: Decision of the Resource Management Committee (to be completed by the RMC Chairperson)

### 5. Decision of the Resource Management Committee

- ☒ Approved for a total budget of US\$ 521,600
- ☐ Approved with modification/condition
- ☐ Deferred/returned with comments for further consideration
- ☐ Rejected

Comments/Justification:

Chairperson of the Resource Management Committee

Kate Burns  
Name (Printed)

K Burns  
Signature

22 May 2012  
Date

## Part E: Administrative Agent Review (To be completed by the UNDP MPTF Office)

### 6. Action taken by the Executive Coordinator, Multi-Partner Trust Fund Office, UNDP

- ☐ Project consistent with provisions of the RMC Memorandum of Understanding and the Standard Administrative Arrangements with donors.

Bisrat Aklilu  
Executive Coordinator  
Multi-Partner Trust Fund Office, UNDP

.....  
Signature

.....  
Date



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ANNEX A. 3

## MULTI-PARTNER TRUST FUND FOR UN ACTION AGAINST SEXUAL VIOLENCE IN CONFLICT FUND SIGNATURE PAGE

(Note: Please attach to the Project Proposal Submission Form)

<b>Participating UN Organization(s):</b> OHCHR/DPKO	<b>Focal Point of Participating UN Organization receiving funds:</b> Name: DPKO		
<b>Project Number:</b>	<b>Project Duration:</b> 12 months		
<b>Project Title:</b> Strengthening the capacities of MONUSCO to implement the MARA Provisional Guidance Note, through the deployment of a Women Protection Advisor (WPA)	<b>Estimated Start Date:</b> 1 March 2012		
	<b>Project Location(s):</b> Kinshasa		
<b>Total Project Cost:</b> 237, 628 US \$			
<b>MDTF:</b> 237, 628 US \$			
<b>Other:</b> 7% support cost US \$ 16,633.96			
<b>GRAND TOTAL:</b> 254,262			
<b>Total Amount Approved:</b> US \$ 254, 262			
	<b>Name/Title</b>	<b>Date</b>	<b>Signature</b>
<b>Focal Point of Participating UN Organization receiving funds:</b>			
<b>RMC Chairperson:</b>	Kate Burns Senior Policy Officer	22 May 2012	[Signature]



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ANNEX A.8

**MULTI-PARTNER TRUST FUND FOR**  
**UN ACTION AGAINST SEXUAL VIOLENCE IN CONFLICT**  
**PROGRAMME<sup>3</sup> BUDGET FORM**

PROGRAMME BUDGET*	
CATEGORY	AMOUNT
1. Supplies, commodities, equipment and transport	
2. Personnel (staff, consultants and travel)	237,628 U.S dollars
3. Training of counterparts	0
4. Contracts	0
5. Other direct costs	
Total Programme Costs	
Indirect Support Costs** (7%)	16,634 U.S dollars
<b>TOTAL</b>	<b>254,262 U.S. Dollars</b>

\* Based on the UNDG Harmonized Financial Reporting to Donors for Joint Programmes approved in 2006. Definition of the categories can be found in the instruction which is available on [www.undg.org](http://www.undg.org).

\*\* Indirect support cost should be in line with the rate or range specified in the Fund TOR (or Programme Document) and MOU and SAA for the particular MDTF.

<sup>3</sup> The term "programme" is used for projects, programmes and joint programmes.