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COMMUNITY BASED APPROACH TO LOCAL DEVELOPMENT PROJECT

(CBA Project)

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LIST OF ABBREVIATIONS

ARC	Autonomous Republic of Crimea
CBA	Community Based Approach to Local Development Project
CIDP	Crimea Integration and Development Programme
CDA	Community Development Assistant
CRDP	Chernobyl Recovery and Development Programme
EC	European Commission
EU	European Union
MGSDP	Municipal Governance and Sustainable Development Programme
MoU	Memorandum of Understanding
OC	Oblast Council
OCRC	Oblast Community Resource Centre (same as OIU)
OIU	Oblast Implementation Unit (same as OCRC)
OSA	Oblast State Administration
PA	Partnership Agreement
PMU	Project Management Unit
RC	Rayon Council
RSA	Rayon State Administration
UNDP	United Nations Development Programme

Executive Summary

Community Based Approach to Local Development (CBA) Project is a joint EC-UNDP initiative aimed at improving living condition of the citizens throughout Ukraine by promoting local self-governance and community-based initiatives. It commenced in September 2007 with signing of contribution agreement and entered into the implementation phase following the CBA Launching Conference on 4th December 2008. In a period of 3.5 years and with a budget of 13.3 million Euro, the Project will support 1000 local communities selected from 200 rayons of all regions in Ukraine covering the most urgent developmental needs namely, health, environment, energy, water supply and local transport.

First year (September 2007 – August 2008) of the Project was basically focused on laying foundation for the main part of the Project implementation, which is dedicated to participatory governance and community-based initiatives. Among the activities planned for the first year of the Project were: establishment of full-fledged Project Management Unit (PMU); initiation of Project activities in the regions; establishment of field offices in the regions; selection and capacity building of Project staffs; establishing monitoring and visibility system; selection of rayons and village/city councils; and initiating activities at the community level.

During the year, full-fledged PMU was established; partnership was established with 19 oblast authorities; field office was established in all regions; necessary staffs were recruited and trained for all offices; manuals and guidelines on such subject as community-based approach, visibility, monitoring etc. were developed and put to practice; 177 rayons and 475 village/city councils were selected for partnership; community activities were initiated in 23 selected communities. Quantitative details on project progress are given in 'statistical abstract' on page iii.

The regional and local level implementation of the Project activities was highly facilitated by regional and local authorities. Their outstanding ownership and contribution (in terms of office premises and human resources) to the process and activities of the Project was of paramount value in achieving the results. At national level, a MoU was signed with Ministry of Housing and Municipal Economy for mutual cooperation. Also, an understanding was reached with the Ministry of Regional Development and Construction for possible cooperation. Similarly, understanding was reached with two projects of UNDP and EU to forge synergy.

Project Monitoring Mission was carried out in February 2008 by European Commission Delegation Office. Recommendations of the Mission were proved to be helpful in shaping further implementation of the Project.

Media were found to be active in rendering transparency to Project activities. In total, 212 media events took place during the year while 381 media coverage were traced during the same period.

Deviation in terms of time and quantity of planned activities/targets occurred due to various factors including:

- Process of establishing Project Management Unit took longer than it was initially planned;

- Difficulty in getting competent staffs¹ on board. It caused delay in Project inception in the regions;

- Launching of the Project in the regions was delayed due to slow response and changing priorities of the oblast authorities, change in leadership and time taken in internal procedures of reviewing the draft partnership agreement;

- Delay in partnership with oblast authorities caused delay in establishment of oblast implementation units (i.e. field office of the Project) and delay in selection of rayons and that of village/city councils.

¹ Given the context of significant increase in living cost and benefit offered by competing agencies, recruitment of staffs took more time than stipulated despite advertising again and again.

Statistical Abstract

Planned Activities ²		Time Frame ³	Envisaged Results ⁴			Achievement as of August '08	Remarks
SN	Description		Description	Total Target	Target Year 1		
1	Establishing Project Management Unit (PMU)	Sep - Oct.'07	Staffs recruited	12	12	12	
			Office established				
			- premises rented	1	1	1	
			- furnishing done	-	-	complete	
			- equipment procured	-	-	complete	
			- vehicles procured	25	25	in process	
2	Agreement with oblasts authorities and selection of pilot rayons	Nov. '07 - May '08	Regional seminars held	25	25	24	
			PA signed with OSAs/OCs	24	24	18	
			PA signed with ARC-Govt.	1	1	1	
			Rayons selected	200	160	177	
3	Establishing OIU / CRC	Nov. '07 - May '08	OIU/CRC established	25	25	25	
			- CDAs recruited	49	49	47	
			- OSA staffs deputed	25	25	25	
			- Premises allocated	25	25	15	
			- Drivers recruited	24	24	21	
			- FPAs recruited	6	6	In process	Crucial for '09
			- Equipped/furnished	25	25	20/14	
4	Training CBA Staff and national counterparts	Dec '07 - Dec '08	Manual/guidelines prepared	3	3	2	1 in process
			CBA staffs trained	59	59	52	
			OSA-staffs trained	25	25	26	
5	Information Campaign & Media Strategy	Sep '07 - Feb '11	Communication strategy developed	1	1	1	
			Visibility guidelines developed	-	-	1	
			Media events held (No.)	-	-	212	
			Media coverage (No.)	-	-	381	
6	Selection of Target Communities	Jan -Jul '08	Rayon seminars held	200	160	154	
			VC/CC selected	1000	320	475	
7	Community mobilisation and training	Feb - Aug 2008	COs formed	1000	480	23	
			CO-members trained			-	
			- Executives	-	240	-	
			- Non-executives	-	-	-	
			- COs registered	1000	20	-	
8	CO planning & mainstreaming	Jun – Oct '08	CD Plan prepared	1175	120	-	
			Plans approved at COs	1175	120	-	
			Plans approved at VC/CC	1175	120	-	
			Plans discussed at LDFs	1175	120		
			Plans incorporated into rayons' plan	1175	120	-	
			No. of projects approved	1175	120		
			No. of micro-projects funded	1175	20		

Note: Actual implementation of the Project started from January 2008 only i.e. 4 months delayed. As a result, target of activities 7 and 8 could not be achieved fully. Activity # 8 has a cyclical nature and will continue until end of the Project period.

² As envisaged in the 'Description of the Action' document for CBA Project.

³ As envisaged in the 'Description of the Action' document for CBA Project.

⁴ As envisaged in the 'Description of the Action' document for CBA Project.

CHAPTER I



C O N T E X T

- 1.1 Project Genesis
- 1.2 Project Inception
- 1.3 Project Area

1.1 Project Genesis

1.1.1 Background

Ukraine has made significant economic development since its independence. However, it is still challenged by some serious issues. Economic growth is not equitable, with only small share of population benefiting from its fruit. Those who suffer most live in rural and semi-urban areas. Low living standards in these areas are characterized, besides low income, by insufficient access to medical care and education, underdeveloped (or worn out) basic infrastructure and poor access to drinking water. Social, health and environmental problems at local level have is very common and warrant serious attention.

These challenges form a part of the MDG signed by Ukraine in 2000. To achieve these goals, much work is needed, especially at local level. The experience around the world⁵ indicate that solution to these challenges is contingent on empowerment and active involvement of local communities, and their capacity to identify development priorities and ensure their attainment. However, legacy of the highly centralised system of policy, planning, budgeting and decision-making is yet to be adequately geared towards accommodating the needs and priorities as perceived by citizens and local authorities. On the other hand, passive attitude of the population in general and limited capacity of the local governments in rural areas to generate revenue remains a challenge.

Experience of European Commission's projects on pilot models for sustainable regional and local development have indicated the need to emphasize 'bottom-up' approach in tackling social needs of the poor population. On the other hand, Area-Based Development (ABD) Approach promoted by UNDP Ukraine through its projects⁶ has proven to be an effective way of achieving social goals in a decentralised manner. In close partnership with local authorities and local communities, ABD Approach unleashes the potential of the people to help themselves. It brings local authorities and communities together for joint problem-solving and development activities, thus reinforcing the MDGs.

Joint EC-UNDP initiative - the Community-Based Approach to Local Development (CBA) is founded on the achievements of ABD approach and is meant for applying its main tenets country-wide and provide valuable inputs for the ongoing policy debate on administrative and fiscal decentralisation and further democratisation of society. CBA Project was launched in September 2007 and functioning since January 2008.

1.1.2 Objectives

Main objective of the CBA Project is to create enabling environment for long-term self-sustaining social-economic and environmental development at local level throughout Ukraine.

Specific objectives of the Project are to:

- Improve living conditions in rural and (semi-) urban communities through sustainable community-based self-help initiatives;
- Demonstrate participatory local governance, joint decision making and public private partnership for decentralised public service delivery through self-governing community organisations;
- Enhance professional skills and knowledge of community organizations and local authorities to initiate and maintain participatory local process on sustainable social economic development and public services delivery;
- Document experience on participatory planning, decision-making and social action with a view to providing inputs for policy and legal reforms.

1.1.3 Project Strategy

The strategic goal of the CBA is to build capacity for participation of the local communities and local authorities into joint decision making process and use this capacity for multi-stakeholders cooperation and multi-sectoral interventions that are geared towards strengthening of local governance and sustainable human development with ensured local ownership of the process. To this end, following strategies are followed to materialise the objectives of the Programme.

⁵ As reflected in the conclusions of the World Summit (1992) at Rio de Jenerio and World Summit (2002) at Johannesburg. Local Agenda 21 (www.un.org/esa/sustdev/agenda21.htm) and Johannesburg Declaration (www.un.org/esa/sustdev/documents/Johannesburg%20Declaration.doc) may be browsed for details.

⁶ Crimea Integration and Development Programme (CIDP); Chernobyl Recovery and Development Programme (CRDP); and Municipal Governance and Sustainable Development Programme (MGSDP)

All oblasts of Ukraine and in Autonomous Republic of Crimea form the overall project area of CBA while selected rayons, village/city councils and local communities form the functional area. Selection is based on the level of socio-economic hardship facing them. Partnership, based on willingness and commitment for cost sharing, form the basis of Project implementation in the selected area.

ABD approach is utilized to unleash the potentials of selected communities to help themselves and mobilise local authorities and other development partners in the locality to address common basic needs of the communities (e.g. health, environment, energy, water supply and local transportation) on a participatory basis. To this end, the selected communities are organised into 'community organisation (CO)' founded on norms of good governance.

Appropriate support structures are created at various levels to facilitate smooth implementation of the Project. Through networking of local communities, local/regional authorities, private sector and civil societies appropriate forums are established at rayon/oblast level so that they can hold regular dialogue on sustainable development envisioning, mainstreaming of community plans, deciding upon public-private partnership mechanism for implementation of local priorities and carrying out participatory monitoring. Networking of stakeholders at the national level enables overall monitoring and advisory support.

Capacity of duty-bearers in the local communities, local government as well as national level officials is complemented through capacity building activities. Capacity of the COs is built in such a way that they are able to make joint decision with local authorities, mobilize resources, implement local priorities and sustain the result. Capacity of the partners (VC/CC, rayon/oblast etc.) is strengthened in terms of human resources to implement participatory approach propagated by the Project. Training, exposure visits, dialogues and small grants (for community projects), appropriate institutional mechanisms etc. are used as tools for building capacity.

Appropriate management and information systems (MIS) is established to make the stakeholders directly involved in the process of monitoring and assessment of the Project activities. It includes process monitoring, input monitoring, output monitoring and impact monitoring. Flow of information is bottom-up and participatory.

Sustainability of the systems, institutions (community organizations etc.) and services established at local community level under support of the Project is ensured so as not to loose the principles and value propagated by the Project.

1.2 Project Inception

The CBA Project commenced on 4 September 2007 with signing of agreement between the Delegation of the European Commission to Ukraine and UNDP Ukraine. National launching of the Project took place on 4 December 2007 in participation of representatives of Delegation of European Commission to Ukraine, UNDP, Secretariat of the Cabinet of Ministers of Ukraine, representatives of Ministries, central and local governments as well as other parties.



Photo 1. UN Resident Representative Francis O'Donnell and Head of the Delegation of European Commission to Ukraine Mr. Ian Boag with audience of national recognition during CBA Launching

The plenary session was opened by Mr. Ian Boag, Ambassador and Head of the Delegation of the European Commission to Ukraine and Mr. Francis M. O'Donnell, United Nations Resident Coordinator and UNDP Resident Representative in Ukraine. They greeted the audience and expressed thanks to the participants and the central government for their commitment to support the Project since successful local development and a higher standard of living could really be achieved only through joint efforts implemented by different local stakeholders: the local community, local government officials, local businesses, media and NGOs.

Relevance of CBA Project to the main priorities of the Ukrainian social and economic policy was assessed by

- Mr. Vyacheslav Tolokanov, Deputy Minister, Ministry of Housing and Municipal Economy of Ukraine;
- Mr. Mykola Soroka, First Deputy Minister, Ministry of Regional Development and Construction of Ukraine;
- Mr. Grygoriy Makhov, Deputy Head, National Agency on Efficient Energy Use;
- Mr. Sergiy Chelnokov, Deputy Minister, Ministry of Economy of Ukraine.

The Conference resolved to form the CBA Coordination Council represented by the government, ministerial and other executive officials interested in the CBA implementation; to recommend the ministries and central executive bodies to establish working groups to promote project implementation and analyse the available sources of government financing for five priority areas of the CBA Project. During the Launching Conference, a set of activities to be implemented by oblast and rayon authorities to support the CBA initiative was agreed.

The report of the Project's Launching Conference is available at <http://cba.org.ua/CBAdocuments.aspx>.

1.3 Project Area

CBA Project will work in all oblasts of Ukraine and Autonomous Republic of Crimea covering total of 200 rayons (eight in every oblast in average) and 1000 village/city councils (five in every rayon in average).

As of August 2008, CBA Project has been launched in 24 regions with partnership agreement signed with 19 oblast authorities; 177 rayons and 475 village/city councils have been selected for implementation of Project activities.

CHAPTER II



PROJECT ACTIVITIES AND RESULTS

- 2.1 Establishing Partnership with Regional Authorities
- 2.2 Establishing Partnership with Pilot Rayons
- 2.3 Establishing Partnership with Village/City Councils
- 2.4 Organising Local Communities
- 2.5 Developing Capacity
- 2.6 Community Projects
- 2.7 Communication and Visibility
- 2.8 Advisory and Management

Among the activities planned for the year 2007/08 were launching of the Project in the regions; selection of rayons and village/city councils; establishing partnership with oblast and rayon level authorities; establishing visibility; and establishing central and field offices. Details on these aspects are given hereunder.

2.1 Establishment of Partnership with Regional Authorities

Establishment of formal partnership with oblast authorities, through signing of partnership agreement, is considered to be a milestone in CBA implementation. Such agreements are also essential to formalize the role and commitment of the partners (local authorities and UNDP) and to provide an official basis to work with community organizations. This activity includes two sub-activities described hereunder:

2.1.1 Holding regional meetings and regional seminars for presentation of CBA Project

In the reported period, 24 regional seminars were held in 23 oblasts and Autonomous Republic of Crimea. The exception was Donetsk oblast, which is scheduled for end of September 2008. Details on the regional seminar held during the year are given in Annex – 1.

a) Preparation of regional visit

A tentative schedule of visits to each oblast was prepared based on the expected degree of responsiveness from oblast authorities, as per their interest manifested during Launching Conference or expressed in letters of intent. Suggested dates for regional visits were communicated to each oblast with an aim to start the series of regional seminar on 6 February 2008 and complete it by 2 April 2008. Based on response from oblast authorities, however, the schedule of regional visits was revised from time to time (Annex – 1) due to various factors such as other priorities of the oblast authorities on the day proposed, political conflicts, the focal point assigned with other priorities and unavailability of the concerned authorities and so on.

In communicating with regional authorities, equal treatment to all oblasts and to both executive (Oblast State Administrations) and elected institutions (Oblast Councils) was ensured. For this purpose, identical letters were sent to both oblast governing bodies on 31 January 2008. To ensure sufficient access of oblast authorities to information about the Project, following documents⁷ were also sent to them along with the letters:

- Project Summary;
- Report on Launching Conference held on 4th December 2007;
- Regional Stages of the Project Implementation;
- Draft Agenda of the Visit;
- Draft Programme of the Seminar;
- List of Organizational Issues for Support of OSA;
- Two variants of draft Partnership Agreements – (a) between UNDP & OSA and (b) between UNDP - OSA + OC.

b) Holding regional meeting

28 meetings with oblast authorities (heads/deputy heads of OSAs and OCs, representatives of technical departments) were organized in the framework of each regional visit. At these meetings brief introduction about CBA and discussion on draft partnership agreement took place. The representatives of oblast authorities assured Project Manager of their support for the CBA Project. In case of ARC, the meeting was held with between UNDP/SPM, Ms. Oksana Remiga and the Speaker of ARC Verkhovna Rada, Mr. A. P. Grytsenko and other officials of the ARC-government to agree upon the participation of ARC and holding of regional seminar.



Photo - 2: Meeting with Heads of Sumy OSA and OC

⁷ Details can be found at <http://cba.org.ua/CBAdocuments.aspx>

c) Holding regional seminar

Regional seminars were hosted and led by heads/deputy heads of oblast state administrations and oblast councils. Participants of the seminars included oblasts' and rayons' authorities including heads/deputy heads of OSAs, OCs, RSAs, RCs; representatives of NGOs and mass media and in some cases the heads/deputy heads of village/city councils. (In ARC, the seminar was hosted by ARC-Verkhovna Rada and led by its deputy head).



Photo – 3: Regional Seminar in Poltavaska oblast

In general during the seminar, focus was placed on importance of participatory approach in global perspective; introducing the CBA Project and its modus operandi, highlighting experiences of EU Tacis and UNDP-projects on participatory approach. To sensitize the audience further, the film, “A Step Ahead: How Ukrainian Communities Are Helping

Themselves” was shown featuring success stories of UNDP projects namely CRDP, CIDP and MGSDP. These information were followed by discussion on terms of partnership with oblast and rayon authorities, call for application from the rayon authorities for partnership with the Project and criteria of rayon selection. To ensure that the participants carried enough information materials on the Project and partnership, information packs were distributed containing following materials:

- Agenda of Regional Seminar,
- Printed version of PowerPoint presentation materials,
- Application Form for rayons,
- Draft Partnership Agreement with Rayons,
- Conclusions and Recommendations of Launching Conference.

In total, about 1580 information packs were distributed at Regional Seminars during the year.

Often, the seminar ended with several questions (Annex – 2) to which CBA team responded with clarifications.

In total, 1559 officials of local/regional authorities, civil society organisations and 146 media people attended the seminars during the year. During the seminars, leadership of the regional authorities took the opportunity to publicly express their support for CBA Project (Box – II) and encouraged rayons to apply for partnership with the Project.

Delays in seminar took place in case of some oblasts due to various factors such as change in leadership (new leader were not about the previous commitment on the seminar), change in focal person deputed for facilitating the process, level of focal person deputed for facilitating the process (too junior could not reach the leadership as frequently as needed), change in priority of the oblast authorities, conflict between OSA and OC etc.

Box – I: Regional Seminar - Content of Presentation

Part I

1. Need for Community Participation in Local Development
2. CBA-Project: Genesis, Legal Framework, Characteristics

Part II

3. CBA Project: Objective, Implementation Strategy, Coordination and Results
4. CBA-Project: Implementation & Workplan 2008
5. Film “A Step Ahead: How Ukrainian Communities Are Helping Themselves”

Part III

6. Terms of Partnership (a) with oblasts (b) with rayons
7. Rayons Selection: Criteria and Procedure
8. Call for application from the rayon authorities

Part IV

9. Open forum. Q & A.

Box II. Opinion of Stakeholders About CBA

During the time of CIDP activities in the Autonomous Republic of Crimea, its citizens learnt what self-organization means and realized their involvement in the betterment of their region. It is very important to continue that practice so that it becomes a tradition. CBA will contribute to this end.

Anatoliy Hrytsenko, Head of Supreme Council of ARC

We are particularly pleased to know that the rayons that were selected for participation in CBA Project are located far away from Kyiv. These are the rayons which really need support, and we are very thankful to you to have sensed so accurately the problems of our region.

Vira Ulyanchenko, Head of Kyiv Oblast State Administration

It's a substantial amount of money for village communities. What is good is that the spheres in which money will be invested are diverse: it can be used for procurement of medical equipment, school buses, introduction of energy-saving technologies etc.

Valeriy Asadchev, Head of Poltava Oblast State Administration

There is a range of pertinent issues in our oblast which cannot be solved without community participation. Community is very crucial part of local development. If we try to solve local problems through community, we can achieve much more than trying it through the state budget only. There are many good models of local development in European countries; it is good for us that CBA brings such an exemplary model. Let us use this Project to learn more and solve more problems. We do not need to wait for long for the system to get our problems solved. Real power and resources has to be given to local self-government bodies. CBA Project will greatly contribute to this process.

Borys Silenkov, Head of Kherson Oblast State Administration

Development projects can be implemented effectively, if it is done with support of oblast and rayon authorities with a close dialogue between self-governments and local communities. It is because local level problems cannot be solved without support of the local communities. Therefore, we should try to solve local problems together. In this context, support of CBA Project is valuable as it brings methodology for us to carry out local development jointly.

Petro Haman, First Deputy Head of Cherkasy OSA

It is not the finance offered by the Project that matters but its support for strengthening self-governance that enables communities to solve their problems has more value. The CBA Project will help us re-discover ourselves. It has offered equal opportunity for all rayons through competition-based participation.

Oleksandr Belskyi, Deputy Head of Chernihiv OSA

2.1.2 Signing of partnership agreements with regional authorities

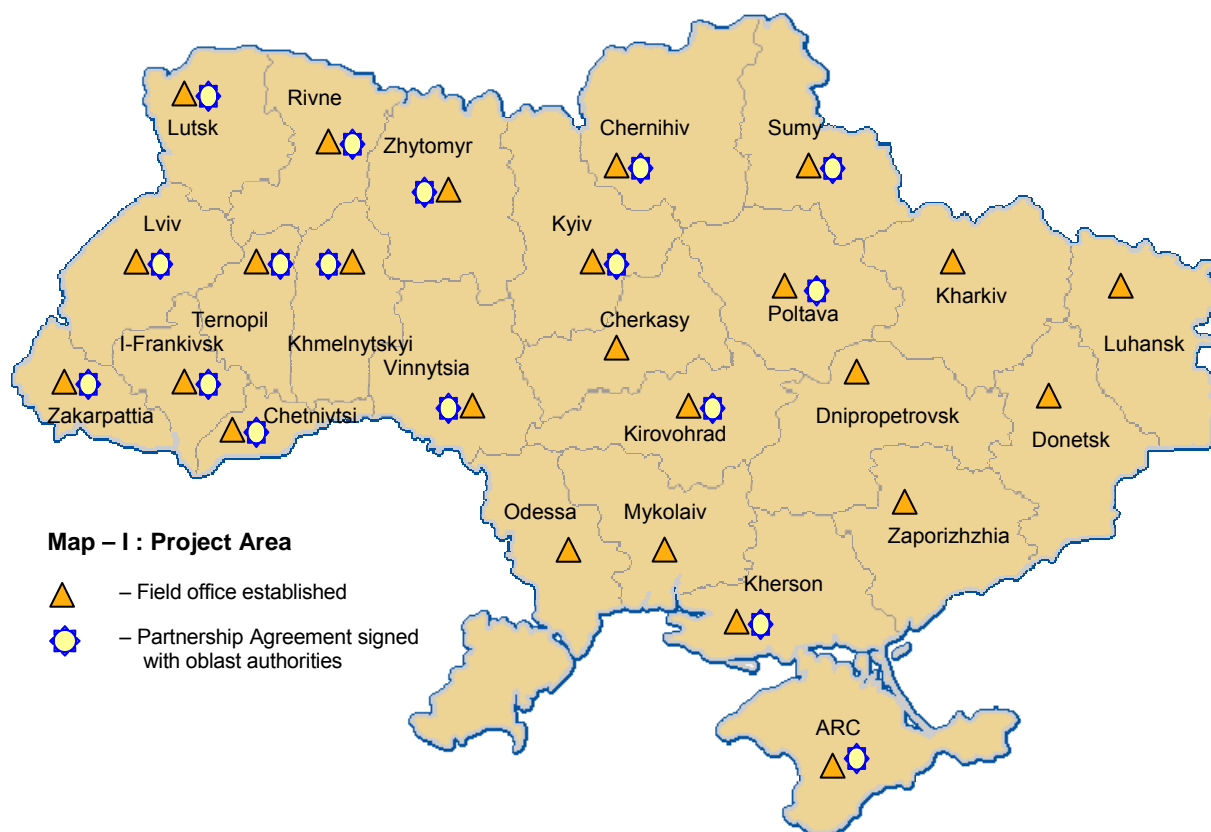
Signing of partnership agreement between UNDP and oblast authorities and ARC-government is vital for effective implementation of the Project although it was not a pre-requisite for launching of the Project activities in the region. Often oblast authorities signed partnership agreement during the regional seminar, in presence of rayon authorities, NGOs and media. Where signing did not take place, regional seminars were held and call for rayons' participation was announced. In such cases, the oblast authorities signed partnership agreement at a later date.

By August 2008, 19 partnership agreements were signed by regional authorities. Further details on establishment of partnerships with regional authorities are given in Annex - 1.

At times, delay in signing partnership agreement at the level of oblast authorities took place due to various factors such as – time taken in reviewing the draft partnership agreement by the internal review system of the oblast authorities, change in leadership, change in priorities of the oblast authorities, change in focal persons, difficulty in making regular persuasion to the oblast officials in case OIU team was not formed.



Photo-4: Singing of Partnership Agreement between UNDP and Kyiv oblast authorities



2.2 Establishment of Partnership with Pilot Rayons

Establishment of formal partnership with rayon authorities, through signing of partnership agreement, is considered to be second milestone in CBA implementation. It ensures clear role and commitment of the rayon authorities and provides an official basis to reach village/city councils.

During the year, partnership agreement was signed with 119 rayon authorities. Following steps were followed for establishing the partnership:

2.2.1 Announcement of call for participation

During the year, announcement was made in 24 regions (during each regional seminar) for rayon authorities to send application forms to CBA office within 3 weeks. This announcement was for ensuring the principle of competition and transparency. In total, such announcements were made in 24 Seminars since beginning of 2008.

2.2.2 Receiving and analyzing applications

As a follow up action to the announcement, the interested rayon authorities sent their application to the CBA office. The applications included information on social/economic/environmental hardship (access to water supply, access to medical services, environment situation, energy saving, school transportation) facing the rayon and level of commitment expressed by the rayon authority. During the year, 326 rayons of 24 Oblasts and ARC applied for participation in CBA Project. As given in Table – I (details in Annex - 3).

Besides collecting data from the rayons, information was also secured from the oblast state administration offices on ranking of rayons in their oblasts using 'social economic' data collected and updated by each OSA.

Received rayon applications were reviewed and analyzed by CBA Project in light of the information received from the rayon and oblast authorities and rayons of each oblast were ranked according to the hardship facing them.

2.2.3 Selecting pilot rayons

Selection of the pilot rayons for each region was done by a 'Rayon Selection Committee' consisting of representatives from the respective oblast state administration and oblast council, UNDP and CBA Project. During the year, meetings of then Rayon Selection Committees were held for 22 oblasts and ARC. Under the leadership of UNDP Senior Programme Manager, Ms Oksana Remiga, the Committees reviewed the analysis of rayon applications and ranking of the rayons (done by CBA Project based on socio-economic hardship and commitment), discussed on the relative situation of the applicant rayons and selected 8 rayons (in each oblast)⁸ for partnership with the Project along with 3-4 rayons in reserve (Table - I). Provision of reserve rayons was important from the perspective of creating competition among the potential rayons in that the Project could opt for the rayons in the reserve in case poor commitment/willingness was shown by any of the selected rayon.



Photo - 5: Deputy Head of Rivne State Administration S.Pavliuk during Rayon Selection Committee meeting

Table –I: Applications Received From Rayons and Rayons Selected by August '08

SN	Oblast	Applications Received	Rayons Selected		SN	Oblast	Applications Received	Rayons Selected	
			FP	FR				FP	FR
1	ARC	13	8	2	14	Lvivska	14	8	4
2	Cherkaska	2	-	-	15	Mykolaivska	13	8	4
3	Chernihivska	19	8	4	16	Odeska	9	8	1
4	Chernivetska	11	8	3	17	Poltavska	20	8	4
5	Dnipropetrovska	8	-	-	18	Rivnenska	16	8	5
6	Donetska	2	-	-	19	Sumska	12	8	4
7	Ivano-Frankivska	13	8	4	20	Ternopilska	15	8	4
8	Kharkivska	14	8	5	21	Vinnitska	24	8	4
9	Khersonska	9	8	1	22	Volynska	14	8	4
10	Khmelnitska	17	8	4	23	Zakarpatska	12	8	4
11	Kirovogradska	15	8	4	24	Zaporizka	8	8	2
12	Kyivska	11	9	2	25	Zhytomyrska	23	8	4
13	Luhanska	12	8	2					
						total	326	177	75

Note: FP = For Partnership; FR = For Reserve

In total, 177 rayons/city council were selected for participation in CBA Project during the year. Details of the selected rayons/city council are given in Annex – 4.

2.2.4 Announcement of selection results



Photo - 6: Press conference held by oblast authorities in Lviv

In order to increase transparency and inform stakeholders and public about results of rayons selection, regional press conferences were organized in oblast state administrations in participation of representatives of OSA/OC. Typical agenda of press conference were:

- OSA/OC's involvement in the rayon selection process and support of the oblast authorities for the implementation of the initiative in oblast (by Representative of OSA/OC);
- Principles and mechanisms of rayon selection (by CBA representative);
- Questions on perspectives of CBA implementations in the region (by local media).

For more information on press conferences, please see section – 2.7 and Annex - 5.

⁸ In case of Kyivska oblast, 8 rayons and a city of oblast subjugation were selected

2.2.5 Holding rayon seminars

Rayon selection was followed by rayon level seminars in each oblast to sensitize rayon officials and officials of village/city councils and make announcement for village/city council application.



Photo - 7: I. Tymoshenko, head of economic department of Rivne OSA, addressing the audience of CBA rayon seminar in Rivnenska oblast

During the year, 154 rayon seminars were held in 152 rayons of 20 regions: Chernihivska, Chernovetska, Ivano-Frankivska, Khersonska, Khmelnytska, Kirovohradska, Kyivska, Luhanska, Lvivska, Odeska, Poltavska, Rivnenska, Sumska, Ternopiiska, Vinnytska, Volynska, Zakarpatska, Zaporizka, Zhytomyrska oblasts and ARC. In Ivivska and Sumska oblasts one rayon seminar each was repeated due to thin presence of village/city council representatives. In total, 4668 officials,

including heads of RSAs and RCs; heads of village/city councils; heads of relevant departments of RSAs and RCs and 212 media representatives attended the events.

In the seminars, focus was placed on importance of participatory approach; introducing the CBA Project and its modus operandi, highlighting experiences of EU Tacis and UNDP-projects on participatory approach. To sensitize the audience further, the film, “A Step Ahead: How Ukrainian Communities Are Helping Themselves” was shown featuring success stories of UNDP projects namely CRDP, CIDP and MGSDP. These information were followed by discussion on terms of partnership with rayon authorities and village/city councils, call for application from the village/city councils for partnership with the Project and criteria of village/city council selection.

During rayon seminars, issues were raised by the participants on various aspects of the Project including mechanism of the Project implementation, partnership, community selection procedure, financing, methods etc. The Project team clarified the issues with support from rayon and oblast representatives. Some of the frequently asked questions with answers are given in Annex - 6:

Officials of the OSAs and OCs were key speakers during the seminars along with the CDAs and CDS of PMU, who presented the CBA project to the participants. Ownership showed by the oblast authorities in reaching rayons is expected to have strong positive effect on the result of the Project (Table - II). Participation on CDS was mainly limited to initial backstopping, upon which the CDAs and oblast teams were able to continue with rayon seminars on their own.

Details on Rayon Seminars are given in Annex – 7.

2.2.6 Signing partnership agreement between UNDP and rayon authorities

Of the 154 rayon seminars held during the reporting period, 119 Partnership Agreements with rayon authorities were signed in course of the seminar or at a later date. In general, both authorities namely the rayon council and the rayon state administration signed the Agreements indicating their full support to the Project activities. In some cases, signing of Agreement took longer time because the responsible authorities were not available or the responsible legal department took time to review the document. Also, some rayon authorities waited for oblast authorities to sign Agreement first.



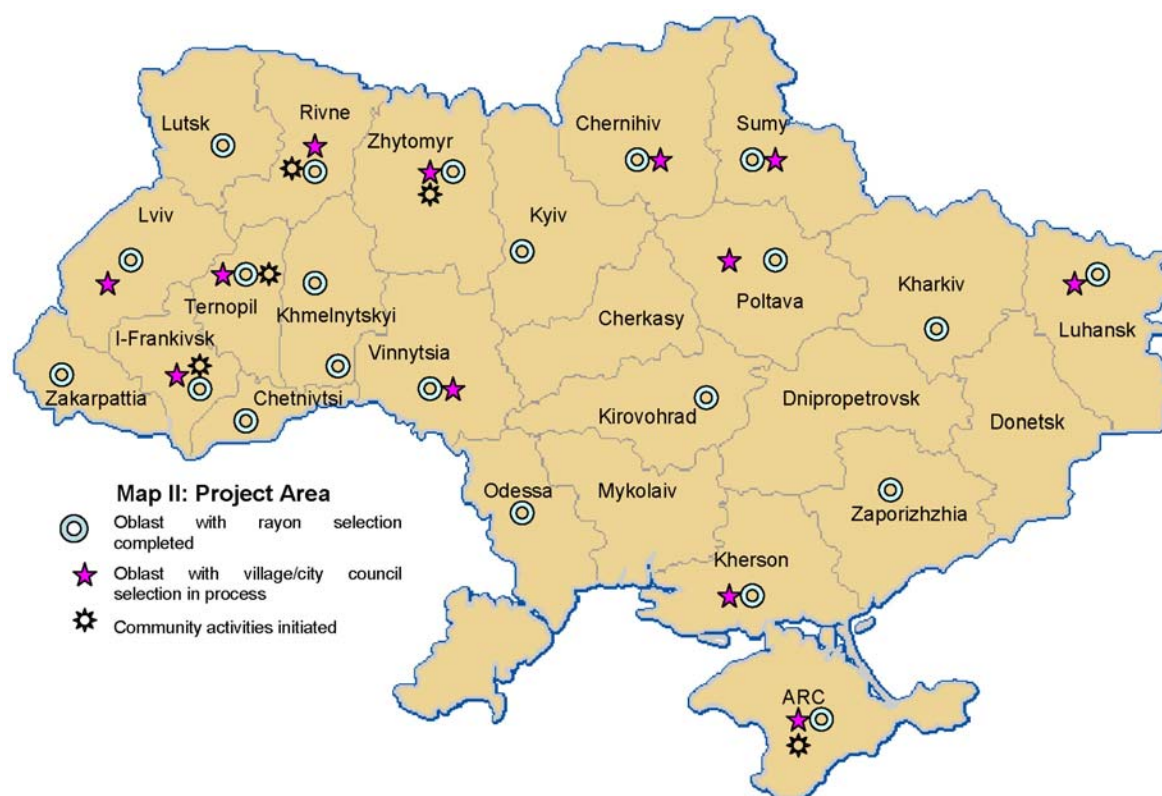
Photo - 8. Rayon authorities signing partnership

Details of the partnership signed with the rayon authorities are given in Annex – 7.

Table – II: Participation of Oblast Officials in the Rayon Seminar

SN	Oblast	Seminar held	Total No of participants	No of media	Participation of officials in the rayon seminar by no. of event				
					OSA-DH	OC-DH	OSA-FP	CBA-CDS	CBA-CDA
1	ARC	8	213	4	1	0	0	1	8
2	Cherkaska	-	-	-	-	-	-	-	-
3	Chernihivska	8	192	16	0	0	8	1	8
4	Chernivetska	8	144	8	0	0	0	2	8
5	Dnipropetrovska	-	-	-	-	-	-	-	-
6	Donetska	-	-	-	-	-	-	-	-
7	I-Frankivska	8	251	16	0	0	0	2	8
8	Kharkivska	-	-	-	-	-	-	-	-
9	Khersonska	8	205	8	0	1	0	1	8
10	Khmelnitska	8	390	17	0	3	0	2	8
11	Kirovohradska	2	50	5	1	0	0	0	2
12	Kyivska	8	266	16	0	0	0	3	8
13	Luhanska	8	135	8	0	0	0	0	8
14	Lvivska	8	266	13	0	0	0	2	8
15	Mykolaivska	-	-	-	-	-	-	-	-
16	Odeska	8	192	6	0	0	0	1	8
17	Poltavska	8	273	4	8	7	0	2	8
18	Rivnenska	8	256	14	0	0	6	4	8
19	Sumska	9	163	7	0	4	0	2	9
20	Ternopilska	8	329	16	0	0	3	2	8
21	Vinnitska	8	402	12	0	0	8	1	8
22	Volynska	8	338	14	1	1	0	1	8
23	Zakarpatska	7	187	7	0	1	0	2	7
24	Zaporizka	8	174	11	0	0	8	2	8
25	Zhytomyrska	8	242	10	0	0	8	2	8
	TOTAL	154	4668	212	11	17	41	33	154

OSA-DH = OSA deputy head; OC-DH = OC deputy head; OSA-HD = OSA head of department; OSA-FP = OSA focal point; CBA-CDA = CBA community development assistant; CBA-CDS = CBA community development specialist



2.3 Establishing Partnership with Village/City Councils

Establishing partnership with local councils is considered to be third milestone in CBA implementation at local level. It ensures commitment of the village/city councils to support participatory approach to local sustainable development and provides official basis to reach local communities.

During the year, partnership was established with Village/city councils through the following steps:

2.3.1 Announcement of call for participation

Announcement was made during each rayon seminar for the village/city councils in the rayon to send application to the oblast community resource centre explaining their situations in terms of hardship on access to water supply, access to medical services, environment situation, energy saving and school transportation.

They were also expected to express their commitment in terms of making financial and non-financial support. In general, one week was set as a time for making such application.

2.3.2 Selection of village/city councils

During the last quarter of reporting period, 1420 applications were received from village/city councils of 14 regions namely Chernihivska, Ivano-Frankivska, Khersonska, Kyivska, Luhanska, Lvivska, Odeska, Poltavaska, Rivnenska, Sumska, Ternopilka, Vinnytska, Zhytomyrska oblasts and ARC.



Photo - 9. Selection of village Councils in Ternopilka oblast

The team of the oblast community resource centre analysed the information of the applications and information received from the respective rayon state administrations. Based on the analysis, they made a ranking of the participating local councils based on the socio-economic hardship and commitment. The analysis and ranking was further reviewed by related specialists of the PMU.

The ranked applicants were discussed in 'village/city council selection committee' meetings held for the rayons ready for VC/CC selection. In total, 475 village and city councils were selected from 12 regions

for CBA Project (Table - III, Annex - 8). In all cases, the meeting was presided by CBA focal point of Oblast State Administration. Other participants of the meeting included representatives from regional council, rayon state administrations, rayon councils, and CDAs in the oblast.

Table – III : Selection of Village/City Councils

SN	Oblast	No. of rayons involved	No. of applications received	Selected Local Councils					
				Village Council		City Council		Total	
				Main	Reserve	Main	Reserve	Main	Reserve
1	ARC	8	69	40	19	0	0	40	19
2	Chernihivska	8	140	40	16	0	0	40	16
3	I-Frankivska	8	67	36	28	4	0	40	28
4	Khersonska	8	61	40	17	0	0	40	17
5	Kyivska	9	142	0	0	0	0	0	0
6	Luhanska	8	71	40	31	0	0	40	31
7	Lvivska	8	72	37	16	3	0	40	16
8	Odeska	8	43	0	0	0	0	0	0
9	Poltavska	8	86	40	16	0	0	40	16
10	Rivnenska	8	97	38	25	2	0	40	25
11	Sumska	7	191	31	20	4	0	35	20
12	Ternopilka	8	116	40	28	0	0	40	28
13	Vinnytska	8	150	38	16	2	0	40	16
14	Zhytomyrska	8	115	40	16	0	0	40	16
	Total	112	1420	460	248	15	0	475	248

Note: As a target, 8 rayons ought to be involved in each region and 5 VCs/CCs ought to be selected in each pilot rayon

2.4 Organising Local Communities

Following to selection of village/city councils, steps were taken to select the settlement(s) (local community) for concrete action under the framework of CBA Project. By August 2008, 23 local communities were organised to work with CBA through following process:

2.4.1 Holding VC/CC level seminar

Orientation was organised in the selected VCs/CCs, individually or collectively, to present CBA Project to the council members, VC/CC-executives, active citizens, NGOs and businesses from the locality.



Photo - 10: Seminar in Viggage Council of Ivano-Frankivsk oblast

In perspective of the partnership with oblast and rayon authorities, the seminar focused on sensitizing the local representatives with importance of community-based approach to local development and explaining them the relevant procedure and conditions to achieve concrete results. Participation of the oblast and rayon officials in these local seminars reflected their commitment towards citizens' participation in decision-making process and raised effectiveness of the seminar (Table - IV).

In total, 166 VC/CC level seminars were held in 51 rayons of 10 regions during the year.

Table - IV: Participation of Regional Officials in the VC/CC Seminar

SN	Oblast	Seminar held	Participation of officials in the VC/CC seminar by no. of event			
			OSA-FP	CBA-CDA	CBA-CDS	RSA/RC representatives
1	ARC	11	1	0	11	1
2	Chernihivska	14	0	0	14	14
3	I-Frankivska	11	0	0	11	11
4	Luhanska	40	20	0	40	10
5	Lvivska	15	8	0	15	8
6	Poltavska	5	8	0	5	0
7	Rivnenska	26	6	2	26	26
8	Ternopil'ska	17	0	0	17	17
9	Vinnitska	11	20	0	11	22
10	Zhytomyrska	16	12	1	16	36
	Total	166	75	3	166	145

OSA-FP = OSA focal point; CBA-CDA = CBA community development assistant; CBA-CDS = CBA community development specialist;

2.4.2 Selection of local community for partnership

Subsequent to the VC/CC seminar, the participants discussed on the comparative situation of the settlements belonging to the council from the perspective of socio-economic hardship facing them e.g. water supply, health services, energy efficiency, environment and school transportation etc. Based on the ranking, one settlement was selected (with two reserves) for CBA Project. Alternative arrangement was necessary to ensure competition and attract the community which was the most willing and committed to apply self-help approach to resolve their problem.

During the year, 171 Communities of 164 VC/CC were selected for partnership (Table - V).

Table - V: Selection of Local Communities (as of August 2008)

SN	Oblast	No. of rayons involved	No. of VC/CC involved	No. of communities selected	
				For Partnership	For Reserve
1	ARC	4	13	20	8
2	I-Frankivska	3	15	15	4
3	Rivnenska	4	20	20	17
4	Ternopilaska	7	21	21	16
5	Zhytomyrska	8	28	28	
6	Lviv	3	15	15	8
7	Chernihivska	6	12	12	9
8	Luhansk	8	40	40	
	Total	43	164	171	62

2.4.3 Formation of Community Organisation (CO)

Pursuant to the community selection, dialogues were held with the selected communities to sensitize them about importance of collective effort to resolve local development issues in partnership with local authorities and other development agencies including CBA Project.

**Photo - 11:** First dialogue with community, Ivano-Frankivska oblast**Photo - 12:** Community voting for participation in CBA

To create an environment of trust for joint effort, the representatives of VC/CC, RSA/RC, and OSA/OC also participated in the dialogue sessions. As a result of the dialogues, 23 COs were formed by 5297 Community member, of them 2012 are males and 3012 are females. (Table - VI).

Table - VI: Development of Community Organisation (as of August 2008)

SN	Oblast	No. Of rayons involved	No. Of VC/CC involved	No. Of CO formed	No. of CO		Total HH	Household Participated		CO-members		
					Enrolled with VC/CC	Formally registered		No.	%	Male	Female	Total
1	Ternopilaska	4	7	7	-	-	573	521	91	157	380	536
2	I-Frankivska	3	15	15	-	-	924	427	83	274	494	768
3	ARC	3	13	12	10	-	3507	3507	100	1572	1935	3507
4	Chernihivska	3	5	5	-	-	559	290	52	110	183	293
5	Rivnenska	4	6	6	-	-	630	485	77	283	203	486
	Total	17	34	23	10	-	5634	5230	93	2012	3012	5297

2.5 Developing Capacity

Capacity building is one of the crucial activities of CBA Project. It involves such activities as training, exposure visits, dialogues and various other forms of techniques utilized for skill enhancement/knowledge transfer. The purpose is to enable local communities, local authorities and other partners to adopt and practice the approach promoted by the Project. During the year, 11 capacity building events took place in participation of 127 persons representing CBA Project, oblast authorities, community organisations. Details on these events are given hereunder:

2.5.1 Training of CBA project staff and national counterparts

During the year, 11 training courses were organized. A total of 127 persons benefited from the training namely 49 potential candidates who were not recruited, 52 Project staffs (44 from OIU and 8 from PMU) and 26 officials of counterpart agencies (oblast state administrations).



Photo - 13: Deputy Resident Representative Participants of UNDP, Ms. Joanna Kazana addressing training participants

The training was accomplished in three events (Table - VII): (a) pre-job training (for potential CDAs); (b) on-the job training for PMU staffs, OIU staffs (CDAs) and deputed officials from OSAs, and (c) exposure visit. A summary of the training course is given in Annex - 9.

Table - VII: Training Organised During January – August, 2008

SN	Training Course	Particular	No. of course	Participants		
				Male	Female	Total
1	Pre-job Training	-	4	43*	50**	93
2	On-the Job Training	CBA staffs	4	23	29	52***
		OSA staffs		10	16	26
3	Exposure Visit	-	3	1	1	2
Total		Gross	11	77	96	173
		Actual	11	57	70	127

* of them, 24 were not recruited;

** of them, 25 were not recruited

*** of them 8 are PMU staff



Photo - 14: Exposure visit to Novohrad-Volynskiy, Zhytomyrska oblast

practical experience. The result obtained was twofold: firstly, the training deepened understanding of CBA approach and objectives among the participants; secondly, it created strong teambuilding and mutual cooperation among the CRC-teams which consist of project staffs as well as officials of OSAs deputed to CRC.

During the initial phase, trainings were organized by the PMU while during later phase (upon oblast CRCs were established), they were hosted jointly by oblast state administrations and oblast CRCs. The latter arrangement proved to be more effective because of the ownership demonstrated by the oblast authorities (Box - III). Also, the trainings were supported by CIDP, MGSDP and CRDP. These three projects of UNDP provided their experts and availed their field sites for sharing experience and exposing the trainees with the field realities. CO-members, elected officials from village/city councils and officials from state authorities were able to strongly motivate the trainees from their

Box - III: Opinion of Officials During Training

Rivne oblast was the first one where CBA Project launched its activities, and it is not by chance that we now host this training for CBA staff and their counterparts from oblast state administrations. We are delighted to welcome you in Rivne region and hope that you will attain new knowledge and experience which you can apply in your work with communities all over Ukraine.

S.Pavliuk, Deputy Head of Rivne OSA

We are now entering the new phase marked with renaissance of Zhytomyr regions, and I believe that CBA Project will give a great impulse for further development of our oblast. I would like to thank the Project Representatives for organizing the training here in Zhytomyr. I am sure that implementation of CBA initiatives will substantially contribute to development of participating villages as well as the whole Ukraine. And in the long run, it will positively influence our European integration perspectives and improve Ukraine's image in the eyes of world community.

I.Orlov, Deputy Head of Zhytomyr OSA

Training organized for OIU-teams and officials of the oblast state administrations was recognized as effective. According to the feedback from the participants –

During the concluding session of the training, the participants explicitly expressed their opinion about relevance and effectiveness of the training. A sample survey of 47 training participants indicate that –

68% were mostly satisfied with training and 30 % were completely satisfied;

83 % of trainees considered the topic as highly important and relevant for their work;

21 % estimated the level of trainers with the highest rate, 55 % considered it as good;

98 % of participants estimated the training as highly helpful;

Their overall impression was that the training provided them adequate theoretical and practical exposure on the subject of community based local development in various socio-economic situations in Ukraine. Besides, it expanded horizon of their knowledge and confidence to mobilize stakeholders and get the participatory approach translated into action. In groups they opined some opportunities and challenges that are mentioned in Annex – 10.

2.5.2 Exposure visit of counterpart agencies

With a purpose to raise awareness of the oblast authorities on effectiveness of participatory approach and about the cultural diversity in Ukraine, an exchange visit was organized during 22-27 July for 9 officials of oblast authorities (Annex - 11) with administrative and financial support of MGSDP. Under 'east-west exchange visit' the officials visited Ivano-Frankivsk and Dolyna cities. Besides learning about local culture and history, they had opportunity to learn from city authorities regarding concrete results achieved in participation with local communities. As a result of this visit, the participants, upon their return, acted effectively in moving the process of CBA initiation in their oblasts.



Photo - 15: Oblast authorities during East-West Exchange Visit

2.5.3 Training of CO-MT

The training materials were prepared on Effective Operation and management of Community Organization, Community Planning and How to write project proposals. These training will be organized for CO-MT.

2.6 Community Projects

CBA aims to improve living condition of local communities and strengthen participatory governance. For this purpose, it supports implementation of local priorities reflected in term of 'micro-projects' or 'community initiatives' through small grants based on equity, productivity, sustainability and cost sharing criteria. During the year, a total of 9 community project proposals were processed for approval under following procedural framework.

2.6.1 Preparation of community development plan (CDP)

During the year, nine COs developed community development plans as given in Table - VIII. The plans were centred around such priority areas as water, health and energy.

Table - VIII: CDP Developed by COs (as of August 2008)

Region	No. of COs	COs with CDP	Priorities of CDPs					
			Health	Water	Energy	Environment	School Transportation	Others
ARC	9	9	2	6	1	0	0	0
	Total	9	2	6	1	0	0	0

2.6.2 Mainstreaming of community priorities

During the year, nine COs submitted their priorities to their respective VCs/CCs for approval. Of them, 9 plans were concurred by VCs/CCs and discussed at LDF meeting. Of all the plans discussed, nine plans were approved by LDFs for support (Table - IX). This activity took place only in ARC region during the reporting period.

Table - IX: Mainstreamed CO-plans in ARC Region by August 2008

SN	Name COs submitting plan	Rayon	CO-plans concurred by VC/CC	CO-plans discussed at LDF
1	"Otvagnoe"	Kirovsky	yes	yes
2	"Vozrogdnie"	Krasnogvardeysky	yes	yes
3	"Rodnichok"	Krasnogvardeysky	yes	yes
4	"Zvezdnoe"	Krasnogvardeysky	yes	yes
5	"Doverie"	Krasnogvardeysky	yes	yes
6	"Novay jizn"	Pervomaysky	yes	yes
7	"Vodogray"	Pervomaysky	yes	yes
8	"Omega"	Pervomaysky	yes	yes
9	"Mriy"	Pervomaysky	yes	yes

2.6.3 Approval of micro-project proposal

During the last quarter of the reporting period, 9 micro-project proposals were received from the COs by CBA Project. Of them, 22% belonged to Health purpose, 67% belonged to Water supply purpose and 11% belonged to Energy saving (Table – X). The proposals are in the process of appraisal.

Table - X: Micro-project Proposals Processed (as of August 2008)

SN	Region	Purpose	No. of projects	Total cost (UAH '000)	Estimated Cost Sharing (UAH '000) by					No. of direct beneficiaries
					CO	VC/CC	Rayon Authority	CBA	Others	
1	ARC	Health	2	340405	36169	149236	55000	100000	0	2328
		Water supply	6	1132108	298542	275600	281567	276399	0	1537
		Energy Saving	1	117831	14217	2600	51014	50000	0	536
	Total	No./Amt.	9	1590344	348928	427436	387581	426399	0	4401
		%	100.0	100.0	21.9	26.9	24.4	26.8	0.0	

Total cost of the micro-projects was UAH 1590344 which was expected to be shared by different stakeholders namely – beneficiary COs (21.9%), VC/CC (26.9%), rayon authorities (24.4%), CBA Project (26.8%).

Financial support to these micro-projects are expected to be accomplished by 2009.

2.7 Communication and visibility

Communication, visibility and public relation (PR) activities are designed as a part of Project implementation strategy with a purpose to maximize transparency about the Project activities and to lobby for the cause it aims to promote. Specific activities include media events, media coverage, web portal, communication dissemination, visibility tools etc.

During the year, wider public and potential participants were familiarized with Project activities and plans through local media and CBA web site. Visibility of EU and UNDP was assured by each of communication activities. Details of the activities are described below:

2.7.1 Media events

Media events include seminars and press conference. During January – August 2008, 212 media events were held (Table - XI) as described below in details.

Table - XI: Media Events During January – August, 2008*

SN	Event	No. of Events	Participants	Media Representatives
1	Regional Seminars	24	1559	146
2	Press Conferences	16	192	192
3	Rayon Seminars (as media events)	172	6432	261
	Total	212	8183	599

* Details appear in Annex – 12

- (a) **24 Regional Seminars** were organized as media events and attended by approximately 1559 participants, including senior management of OSAs and OCs, RSAs and RCs, representatives of local NGOs and mass media (see section 2.1.1). Each media event was announced through media advisory distributed to local media through OSA Press Services. During the event, press releases were distributed containing more detailed information on the CBA Project and its further activities in the region. Both EU and UNDP logos were visually represented at the press. About 146 representatives of local media participated.
- (b) **Regional press conferences** were organised with support from oblast state administrations as envisaged in the 'communication action plan' for making announcement of rayons selected for participation in CBA Project. Underlying was the idea of assuring maximum transparency of the procedure of rayon selection process. A total of 192 media persons attended these conferences.
- (c) **Rayon Seminars** were held to launch CBA activities in pilot rayons and sign partnership agreements with local authorities (see section 2.2.5). To each of the events, representatives of local media were invited, information packs were distributed. Out of 154 rayon seminars, 138 were held as media events in participation of 6432 officials and 261 media representatives (See Annex - 7).

2.7.2 Media coverage

An effort was made to register media coverage on CBA Project and its activities during January – August, 2008. Most of the media coverage was the outcome of media events and yet not all the media coverage could be registered by the Project due to lack of its capacity to collect report on media coverage taking place through out the country. During the reporting period, 381 media coverage were registered across Ukraine (Annex – 13A, 13B). It included printed and electronic editions, radio and TV reportages (Table - XII).

Table - XII: Forms of Media Coverage

SN	Media	No. of Coverage
1	Newspaper	119
2	Radio	49
3	Television	45
4	Websites	168
	Total	381

In general, the reporting focused on such topic as –

- Regional seminar;
- Partnership between local authorities and UNDP;
- Support of the EU and UNDP in enhancing living condition through community projects;
- Rayons selected for participation in CBA Project;
- Perspectives of cooperation with CBA Project for communities and local authorities.

Details of the media coverage can be found at the Project website <http://cba.org.ua/Mediaaboutus.aspx>. CBA activities was also reported in 3 editions of EU Cooperation News (a bi-weekly newsletter of the European Commission to Ukraine) and Eurobulletin No.7-8. These are available at –
http://www.delukr.ec.europa.eu/files/eu_cooperation_news/en/06_eng.pdf,
http://www.delukr.ec.europa.eu/files/eu_cooperation_news/en/09_eng.pdf
http://www.delukr.ec.europa.eu/files/eu_cooperation_news/en/09_eng.pdf
<http://www.delukr.ec.europa.eu/ua/EuroBul/2008/07-08.pdf>.

2.7.3 CBA presentation at externally organized events

With a view of disseminating information about CBA Project among interested target groups, its representatives took part in external events to present the initiative and its modus operandi. In the reported period, Project was presented at 11 external events (Table - XIII).

Table – XIII: CBA Participation in External Events

Date	Event
11 May 2008	Europe Day (Kyiv)
14 May 2008	Europe Day (Odessa)
17 May 2008	Europe Day (Donetsk)
21 April 2008	Conference “Role of Luhansk Businesses and NGOs in Development of Civil Society” (Luhansk)
22 April 2008	Forum “ <i>Instruments of Cooperation between Authorities and Communities</i> ” (Luhansk)
15 May 2008	Conference “ <i>Euro-2012. Energy of growth</i> ” (Kyiv)
18 June 2008	Workshop on <i>New Legislation for Ensuring Implementation of the Reform of Municipal Services of Ukraine</i> organized by the Directorate of Democratic Institutions of the Council of Europe, Parliamentary Committee on Construction, Urban Development, Housing and Communal Services and Regional Policy of the Verkhovna Rada of Ukraine; Swiss Agency for Development and Cooperation (Kyiv)
5 August,	<i>Seminar with Rayon Centres for support of Entrepreneurship</i> , Kirovohrad Trade and Economics Chamber, Kirovohrad
3 August,	Round table on <i>Support for Realization of Investment Project</i> , Severodonets, Luhanska oblast
20 August,	<i>Seminar Attracting additional finances for territorial development</i> , Lutuhyno, Luhanska oblast
25 August	Press Conference, Vnnytsia press-club

2.7.4 Dissemination of Information about CBA

In order to distribute information about the Project among stakeholders, potential participants and wider public, following actions were undertaken during January – August 2008:

- Approximately 5000 information package were distributed during various events and activities related with the Project;
- 6 volumes of Newsletters featuring news about CBA implementation were issued (from PMU and OIUs) physically and/or electronically;
- 2 quarterly progress reports and 6 monthly progress reports were brought out for wider public information (see CBA website - <http://cba.org.ua/CBAdocuments.aspx>) and for information to the key stakeholders;
- News about CBA implementation were regularly published on CBA web site;
- Leaflets/brochures of CBA were distributed during media events and other activities of the Project;
- UNDP’s documentary film “One Step Ahead: How Ukrainian Communities Are Helping Themselves” was re-produced and disseminated among target audience, namely, oblast authorities, rayon authorities, village/city councils and local communities. The film intends to (1) familiarize local stakeholders and communities with the

essence of the CBA approach, (2) give example of communities' and local authorities' pro-activeness, to be followed within the framework of CBA implementation;

Visibility tools such as banners, sets of big and small flags of EU, UN and Ukraine, information stands, office signboards, were produced and distributed among OIUs as specified in Annex – 14;

CBA web portal was developed with database of micro-projects, participants, partners and documents.

2.8 Advisory and Management

Various activities were carried out during the reporting period to lay foundation for effective operation of the Project activities. These activities are reflected in terms of administrative and financial management, coordination arrangement, and monitoring, advisory support and resource mobilisation as described in details hereunder.

2.8.1 Establishment of project management unit (PMU)

In the reported period, activities were carried out for recruitment of PMU staffs and setting up of office premises. As planned, 12 staffs were recruited (Annex - 15), office premises was rented and most of the needed furniture and equipment were either procured or were put into process of procurement. General difficulty was faced in finding candidates suitable for CBA requirement due to short supply and or weaker benefit package offered by the Project in comparison to the ones prevailing in the labour market.

2.8.2 Establishment of oblast implementation unit (oblast community resource centres)

Oblast Implementation Unit or OIU (also called oblast community resource centres or OCRC) is the regional office of the project established jointly by the CBA Project and the partner oblast authorities. This Unit is responsible for implementation of local component of the Project. Against target of 25 OIUs to be established, 25 OIUs were established during January – August, 2008 as follows:

a) Formation of OIU team

OIU team consists of 3 UNDP staffs⁹ (2 community development assistants or CDAs and 1 driver) and one oblast staff (deputed by the OSA from its own budget). Through competitive recruitment procedure of UNDP, 47 CDAs were recruited (against target 48) and 21 drivers were recruited (against target 24) during the reporting period. Besides, 25 OSAs deputed their staffs to work with Project staffs during the same period. Details on OIU team formation are given in Annex – 16.

Difficulty was faced in getting competent candidates in the oblasts because of the following reasons:

High opportunity for the competent and experienced people exist in the oblasts. As a result, they are often engaged and do not want to change the job;

Labour market is competitive and the Project is not able to compete in terms of incentive package

b) Setting office premises

By August 2008, 15 OIUs were allocated with premises (including Kyiv office located in PMU and Crimean office embedded in CIDP) by the partner OSAs/OCs. Of them, 14 OIUs received necessary furniture and 20 were equipped by the Project. Details are given in Annex - 16.

2.8.3 Establishing rayon resource centre

To facilitate the work of OIU-team, each partner RSA/RC is expected to depute a staff to form a rayon resource centre and contribute to the task of OIU team. By August 2008, all partner RSAs/RC of targeted 177 deputed their staffs for this purpose.

2.8.4 Operational manuals and guidelines

To facilitate the effective implementation of the Project activities, following manuals, guidelines, concept/strategy papers were developed/conceived during January – August, 2008:

CBA Manual for PMU and OIU staffs (finalized and in use);

CO Manual for local communities (in stage of finalization);

Technical Manual for para-technicians of the COs (in process of preparation)

Communication Strategy Paper (finalized and in use)

⁹ Only one CDA is planned in case of Kyiv and ARC

Visibility Guidelines for PMU and OIUs (finalized and in use)
 Monitoring Strategy Paper (in the process of finalization)
 Concept paper on Human Resource Management (in review)

2.8.5 Partnership with national agencies

On 10 June Memorandum of Understanding (MoU) was signed between Ministry of Housing and Municipal Economy of Ukraine and UNDP in Ukraine. According to the MoU, UNDP and the Ministry will cooperate for reformation and sustainable development of municipal and housing economy, elaborating the national benchmarks in the area, and collecting and promoting the best practices of public services delivery to residents (through policy and legislation reforms, scientific research, communication activities). Special attention will be paid to joint efforts in the area of environment and energy efficiency (e.g. introduction of the energy efficient mechanisms in communal services; realizing initiatives on improvement of the outdated drainage, sewage systems and solid waste management).

Also, an understanding was reached with the Ministry of Regional Development and Construction to forge partnership for mutual cooperation to promote sustainable development of the regions of Ukraine, organizational, methodological and scientific support for strengthening decentralized development mechanism through local and regional self-governance, improvement of administrative-territorial situation of Ukraine and improvement of quality of public services which are delivered to residents. MoU between the two parties is expected to be signed in near future.

In quest to forge synergy with other UNDP and EU funded projects, understanding was reached for mutual cooperation with EU/UNDP – Consumer Society and Citizens Network Project and Sustainable Local Development Project of EU/Tacis.

2.8.6 Resource mobilisation and utilisation

Besides resource available to CBA from its donors (EU, UNDP), various agencies expressed their commitment for financial contribution in course of forging partnership with CBA. Level of resources committed so far for CBA Project from various partners and their contribution is given in Table - XV:

Table - XV: Resource Availability and Utilisation

SN	Agency	No.	Unit	Resource Provision	Resource Actually Available	Resource Utilisation	
						Amount	%
1	European Union	1	USD	1,252,476	1,252,476	902,788	72.1
2	UNDP	1	USD	386,000	386,000	228,430	67.1
	Sub-total	2		1,638,476	1,638,476	1,161,718	70.9
3	OSAs/Ocs	-	UAH	-	-	-	-
4	RSAs/RCs	38	UAH	9,384,400	-	-	-
5	VCs/CCs	-	UAH	-	-	-	-
	Sub-total	38		9,384,400	-	-	-

Indicated resources of RSAs/RCs and VCs/CCs is a total of sums of their commitments for co-financing of community projects, as indicated in partnership agreements signed with them. Actual amount to be available from the local authorities will be known by last quarter of 2008 and in 2009, when the community plans will be incorporated into local development plans and when community project proposals will be approved for funding. At this moment the committed amounts are indicative only. Agency-wise details of resource contribution are given in Annex - 17 .

2.8.7 Review, Evaluation and Audit

(a) Evaluation

On 7 February – 6 March 2008, an EU Monitoring mission of CBA Project was carried out to assess progress of CBA implementation during first 6 months of Project inception. Recommendations of the Mission Report and corresponding action taken by the CBA Project are given in brief in Annex - 18 .

(b) Project review

Informal reporting by the Project and consultation among the Project team and Project managers from UNDP and EC Delegation Office takes place regularly for smooth implementation of the Project. Formal review meetings are held to ensure the effectiveness of the implementation and to do a trouble shooting as needed. Two review meetings were held during January – August 2008. First meeting was held on 11 June 2008 and 2nd meeting was held on 6th August 2008 in participation of EC Project Manager Volodymyr Kondrachuk, UNDP Senior Program Manager Oksana Remiga and Project Management team. Key issues on the agenda included update on progress of CBA implementation, Project registration and organization of Steering Committee meeting, human resource Management, Visibility and PR. For details on discussion and action please see Annex – 19.



Photo - 16: CBA Review meeting with CBA Project Mpmangers of EU and UNDP

(c) UNDP Audit

In line with the corporate policy of the UNDP, an audit mission took place during 18 August to 1 September, 2008 to audit the UNDP activities in Ukraine. In this context, the mission conducted internal audit of the CBA Project as well. Key findings of the audit mission are being awaited.

CHAPTER III



LESSONS AND OPPORTUNITIES

3.1 Stocking the Experience

3.2 Outlook for future

3.1 Stocking the Experience

Following lessons were learned during the year in course of CBA implementation:

Community-based approach is an education process. It takes time to develop appropriate institutional mechanism and build capacity of the multi-level stakeholders to utilize the potential of the process;

State (oblast, rayon) authorities and elected councils in the Project areas have strong willingness to try the participatory development methodology propagated by the Project;

Participation of state authorities and elected councils in decision making process in partnership with the Project strengthens the transparency and ensures ownership of the process by the authorities and councils.

Dissemination of information and raising of public awareness becomes fast and cost effective with participation of local and regional authorities;

A substantial amount of time is required on building trust for partnership with state and elected authorities and setting up oblast implementation units. Factors such as bureaucratic procedures; change in leadership; conflict between state authorities and elected authorities; misperception about the role of CDAs by OSA officials; delay in procurement/supply of office logistics etc. cause delay in results and hampers trust building process;

Recruitment of staffs for the central and field offices is hindered due to lack of competent and experienced human resources in the field of community-based approach and due to non-competitive incentive package offered by the Project;

Developing human resource is an important aspect of the CBA Project with wide spread operational area. It requires serious investment in preparing the staffs of the Project as well as that of national counterpart for clear understanding of the subject, homogenous mindset, and uniform application of the established implementation policies and procedures;

It is essential to review the Project policy and procedures regularly and fine tune them to fit in the diversified regional context;

Political instability causes a setback in the implementation process due to shift in priority and loss of interest among the stakeholders.



3.2 Outlook for 2009

In line with the Project Work Plan and in sequence of the activities being pursued, following activities are --- envisaged for 2009:

Completing rayon selection and establishing partnership with the selected rayons;

Completing selection of (1000) VCs/CCs and forging partnership with them;

Establishing (200) rayon resource centres by developing human resources at RSA;

Completing development of 1000 COs in selected VCs/CCs and developing their capacity;

Approving at least 800 micro-projects and funding for their implementation by local communities;



Widening the horizon of partnership and cooperation with national stakeholders and other sources of funding and synergy;

Completing establishment of (200) local development forums and (24) oblast coordination council;

Finalising data base and making wide dissemination of Project related information and experience;

Holding Steering Committee Meeting;

Undertaking mid-term evaluation of the Project performance;

Enlarging the scale of human resource development within the Project framework



IV. ANNEXURE

- Annex 1. Summary of Regional Launching of CBA Project**
- Annex 2. Questions and Answers During Regional Seminar**
- Annex 3. Summary Applications from Rayons**
- Annex 4. Summary of Rayon Selection Meetings**
- Annex 5. Press conferences for Announcing Results of Rayon Selection**
- Annex 6. Frequently Asked Questions During Rayon Seminar**
- Annex 7. Summary of Rayon Seminars**
- Annex 8. List of Selected Village/City Councils**
- Annex 9. OIU/OSA Staff Training – Overview of Training Course**
- Annex 10. Opinion of Training Participants**
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- Annex 18. EU- Evaluation Mission – Recommendations and Actions**
- Annex 19. CBA Review Meeting: Suggestions and Actions**

Annex 1
Summary of Regional Launching of CBA Project

№	Oblast	Date of Regional Visit	Meeting with oblast authorities took place	Partnership Agreement Signed	Deadline for application for rayons
1	Rivnenska	13 February	Yes	Yes	12 March
2	Poltavska	19 February	Yes	Yes	11 March
3	Sumska	20 February	Yes	Yes	12 March
4	Luhanska	22 February	Yes	Yes*	14 March
5	Zhytomyrska	26 February	Yes	Yes	18 March
6	Ivano-Frankivska	28 February	Yes	Yes	20 March
7	Zaporizka	6 March	Yes	No	27 March
8	Odeska	11 March	Yes	No	1 April
9	Kirovohradska	14 March	Yes	Yes	4 April
10	Zakarpatska	21 March	Yes	Yes*	11 April
11	Chernivetska	25 March	Yes	Yes*	15 April
12	Ternopil'ska	26 March	Yes	Yes	16 April
13	Khmelnytska	27 March	Yes	Yes*	17 April
14	Lvivska	28 March	Yes	Yes	18 April
15	Vinnitska	2 April	Yes	Yes	23 April
16	Kyivska	9 April	Yes	Yes*	30 April
17	Mykolaiivska	10 April	Yes	No	1 May
18	Volynska	14 April	Yes	Yes	5 May
19	Chernihivska	25 April	Yes	Yes	16 May
20	Khersonska	22 May	Yes	Yes	12 June
21	ARC	23 May	Yes	No	13 June
22	Kharkivska	25 June	Yes	Yes*	16 July
23	Dnipropetrovska	6 August	Yes	No	27 August
24	Cherkaska	28 August	Yes	Yes	18 September
25	Donetska	**			

* Partnership Agreements were signed after holding Regional Seminar and sent to PMU

** Date of Regional seminar is to be precised

Annex – 2
Questions and Answers During Regional Seminar

What is the **scheme of financing community Projects from local budget?**

It will be done through mainstreaming of community plans, parallel funding, and cost sharing arrangement

What is the **currency in which seed grant be calculated - US dollar, Euro or Ukrainian Hryvna?**

It should be in Hryvna

What is the most suitable **legal form for Community Organization - BSP, ACMB, cooperative or NGO?**

It could any form provided the CO will be eligible to receive fund into its account, handover the communal property to related department as necessary and be able to raise income, through users' fee, to maintain the system/infrastructure

Is there a perspective of **increase in financing for community projects?**

The amount per project is fixed as UAH 50,000. It could be less than UAH 50,000 for projects costing less than UAH 100,000 while it will be UAH 50,000 for projects costing more than UAH 100,000. Also, additional project is possible under strict conditions.

What is the **timeframe for a community project implementation?**

It depends on complexity of the project. It could be less than or more than a year. However, it is always better to complete the work in a year.

What is the **guaranteed support from the CBA side to community projects?**

Support of UAH 50,000 per community project up to 5 projects/rayon or 40 projects/oblast is concrete support from the CBA Project. Besides, there is capacity building support including training, visits, equipments etc.

5% cost sharing from communities can be difficult. Can some another agency pay this share on behalf of the community?

Cost sharing from community is mandatory. It should not be substituted by someone else. Because cost sharing creates ownership among the community members towards the project and they will be motivated to maintain it in future. Moreover, community members in CIDP, CRDP, and MGSDP area share 13% - 40% of the project cost. It shows that people will be able to share 5%.

Being an equal partner, oblast authorities must have **equal say in selection of rayons. Is there a system envisaged for joint decision making?**

Yes, provision is there for joint decision making during rayon selection.

Oblast/rayon authorities have **already identified projects and community to be supported. Budget has been approved. Can CBA Project add its money to implement the community project?**

In general it is not possible for CBA Project to accept already identified projects. CBA Project needs to ensure that the community has gone through proper process to reach the level of financing. Thus, strict assessment must be done before making any commitment from the Project side.

There are **already NGOs and community organizations in the villages. Will CBA support them instead of creating new organizations?**

It is not necessary to create additional community organization, if already there exists one. CBA Project adopts the principle of grafting to adopt such existing organizations, after making an assessment. If the existing organization satisfies all the requirements, then it can be adopted for CBA support.

CBA demands the community organizations to open **its own account, which must be operated by trusted persons. Officials such as village council heads are trusted by the community. In case community decides to offer the account of village council for receiving grant, then will CBA go for it?**

CBA requires community organization to have its own account. It is mandatory.

Who should **prepare project document? Will CBA pay for it?**

CBA expects technical departments to assist community organizations in preparing project documents. In case, such capacity does not exist then community can look for external sources. Cost of such a source may be included in the project proposal. The cost could be borne by the community as a part of its share or CBA can pay it.

How can CBA Project assure public about use of the money it gives to the community?

CBA Project observes certain conditions that ensure high degree of transparency and accountability for the money it extends.

- First, the money transferred to a community is made public.
- Second, the money is transferred in installments – means no installment is provided without proper use of previous installment.
- Third, there is a quality supervision committee involving representatives from various corners to check the quantity and quality of work done from time to time. Report from this committee forms a basis to release an installment.
- Fourth, there is a system of public auditing, which requires the community members and key stakeholders to make a social audit of the project and give a clearance if it is well done.
- Fifth, CBA Project has placed high emphasis on visibility, means media will be involved in the process from time to time so that the resource provided by the Project and the result obtained is widely known. Also, signboard will be placed at the project sites so that public will be able to see the resource used and result obtained by the community.
- Sixth, there is a monitoring system in place and CBA Project staffs are to regularly supervise the progress and make the result public.
- Seventh, the department in the local authorities responsible to monitor use of public money will check the use of fund given to the community organizations from time to time.

Can CBA Project give the money to local authorities, which will then give it to local communities?

Framework of CBA Project allows the money to go directly to the community organizations.

Oblast authorities may find it easier to provide office premises in a local resource centre, which being run by local NGOs but CBA insists for premises in the oblast office. Will it be possible in the framework of CBA?

CBA aims to establish a resource centre within the oblast framework and train at least one of its staffs in the methodology propagated by the Project. This way, the oblast body will retain institutional memory and use the centre more widely even after the Project ends. Therefore, CBA Project insists that the office premises should be located within the premises of the oblast or any of its departments that is located in the city.

Annex – 3
Summary Applications from Rayons

№	Oblast	Call for Participation	Deadline for application	Rayons-applicants		
1	Rivnenska	13 February	12 March	1. Berezniivskyi 2. Demydivskyi 3. Dubenskyi 4. Dubrovytskyi 5. Goschanskyi 6. Koretskyi	7. Kostopilskyi 8. Mlynivskyi 9. Ostrozkyi 10. Radyvylivskyi 11. Rivnenskyi	12. Rokytnivskyi 13. Sarnenskyi 14. Volodymyretskyi 15. Zarichenskyi 16. Zdolbunivskyi
2	Poltavska	19 February	11 March	1. Chornuhivskyi 2. Chutivskyi 3. Gadiatskyi 4. Globynskyi 5. Grebinkivskyi 6. Kobeliatskyi 7. Kotelevskyi	8. Kozelschynskyi 9. Kremenchutskyi 10. Lokhvytskyi 11. Mashivskyi 12. Myrgorodskyi 13. Novosanzharskyi 14. Orzhytskyi	15. Poltavskyi 16. Pyriatynskyi 17. Reshetylivskyi 18. Semenivskyi 19. Shyshatskyi 20. Zinkivskyi
3	Sumska	20 February	12 March	1. Burytskyi 2. Konotopskyi 3. Krasnopilskyi 4. Krolevetskyi	5. Lypovodolynskyi 6. Nedrygailivskyi 7. Ohtyrskyi 8. Seredyno-Budskyi	9. Sumskyi 10. Trostianetskyi 11. Velykopysarivskyi 12. Yampilskyi
4	Luhanska	22 February	14 March	1. Antratsyivskyi 2. Bilokurakynskyi 3. Bilovodskyi 4. Kremivskyi	5. Lutuhynskyi 6. Markivskiy 7. Popasnianskyi 8. Sloviadoserbskyi	9. Stanychno-Luhanskyi 10. Starobilskyi 11. Svativskyi 12. Troitskyi
5	Zhytomyrska	26 February	18 March	1. Andrushivskyi 2. Baranivskyi 3. Berdychevskyi 4. Brusylyvskyi 5. Chernihivskyi 6. Chervonoarmiivskyi 7. Chudnivskyi 8. Korostenkyi	9. Korostyshivskyi 10. Luhynskyi 11. Lyubarskyi 12. Malynskyi 13. Narodytskyi 14. Novograd-Volynskyi 15. Olevskyi	16. Ovrutskyi 17. Popiliankyi 18. Radomyshlskyi 19. Romanivskyi 20. Ruzhynskyi 21. Volodarsko-Volynskyi 22. Yemilchynskyi 23. Zhytomyrskyi
6	Ivano-Frankivska	28 February	20 March	1. Bogorodchanskyi 2. Dolynskyi 3. Galytskyi 4. Gorodenkivskiy 5. Kaluskyi	6. Kolomyiskyi 7. Nadvirnianskyi 8. Rogatynskyi 9. Rozhniativskyi	10. Sniatynskyi 11. Tlumatskyi 12. Tysmenytskyi 13. Yaremche –village
7	Zaporizka	6 March	27 March	1. Berdianskyi 2. Chernihivskyi 3. Guliaypilskyi 4. Kuibyshevskyi	5. Mykhailivskyi 6. Novomykolaiivskyi 7. Pologivskyi 8. Vasylivskyi	
8	Odeska	11 March	1 April	1. Artsyzkiy 2. Bilgorod-Dnistrovskyi 3. Biliaivskyi	4. Bolgradskiy 5. Frunzivskyi 6. Ivanivskyi	7. Kodymskyi 8. Kotovskiy 9. Savranskyi
9	Kirovohradska	14 March	4 April	1. Bobrynetskyi 2. Gaivoronskyi 3. Golovanivskyi 4. Kompaniivskyi 5. Malovyskivskyi	6. Novgorodkivskyi 7. Novoarkhangel'skyi 8. Novomyrhorodskyi 9. Novoukrainskyi 10. Oleksandriivskyi	11. Petrivskyi 12. Ulianovskiy 13. Ustynivskyi 14. Vilshanskyi 15. Znamianskyi
10	Zakarpatska	21 March	11 April	1. Berehivskyi 2. Irshavskyi 3. Khustskyi 4. Mizhgirskyi	5. Mukachivskyi 6. Perechynskyi 7. Rakhivskyi 8. Svaliavskyi	9. Tiachivskyi 10. Uzhgorodskiy 11. Velykobereznianskyi 12. Volovetskyi
11	Chernivetska	25 March	15 April	1. Gertsayivskyi 2. Glybotskyi 3. Kelmenetskyi 4. Khotynskyi	5. Kitsmanskyi 6. Novoselytskyi 7. Putylskyi 8. Sokyrianskyi	9. Storozhynetskyi 10. Vyzhnytskyi 11. Zastavniivskyi

№	Oblast	Call for participation	Deadline for application	Rayons-applicants		
12	Ternopil'ska	26 March	16 April	1. Berezhanskyi 2. Borschivskyi 3. Buchatskyi 4. Chortkivskyi 5. Gusiatiynskyi	6. Kozivskyi 7. Kremenetsky 8. Lanivetskyi 9. Monastyrskyi 10. Pidgayetskyi	11. Pidvolochyskyi 12. Terebovlianskyi 13. Ternopil'skyi 14. Zbarazkyi 15. Zborivskyi
13	Khmeln'ytska	27 March	17 April	1. Chemerovetskyi 2. Derazhniansky 3. Dunayevetskyi 4. Izyaslavskyi 5. Kamianets-Podil'skyi	6. Khmelnytskyi 7. Krasylivskyi 8. Letychivskyi 9. Novoushytskyi 10. Polonskyi 11. Shepetivskyi	12. Slavutskyi 13. Starokostiantynivskyi 14. Starosyniavskyi 15. Vinkovetskyi 16. Volochyskyi 17. Yarmolynetskyi
14	Lviv'ska	28 March	18 April	1. Buskyi 2. Gorodotskyi 3. Mostyskyi 4. Mykolaiivskyi 5. Peremyshlianskyi	6. Pustomyitivskyi 7. Radehivskyi 8. Sambirskyi 9. Sokalivskyi 10. Starosambirskyi	11. Turkovskyi 12. Yavorivskyi 13. Zhydachivskyi 14. Zolochivskyi
15	Vinn'ytska	2 April	23 April	1. Barskyi 2. Bershadskyi 3. Chechelnytskyi 4. Chernivetskyi 5. Illinetskyi 6. Kalynivskyi 7. Koziatynskyi 8. Kryzhopil'skyi	9. Litynskyi 10. Lypovetskyi 11. Mogiliv-Podil'skyi 12. Murovanokurylovetskyi 13. Nemyrivskyi 14. Orativskyi 15. Pischanskyi 16. Pogrebyschenskyi	17. Teplytskyi 18. Tomashpil'skyi 19. Trostianetskyi 20. Tulchynskyi 21. Tyvrivskyi 22. Yampil'skyi 23. Khmilnytskyi 24. Zhmerivskyi
16	Kyiv'ska	9 April	30 April	1. Baryshivskyi 2. Fastivskyi 3. Ivankivskyi 4. Kagarlytskyi	5. Myronivskyi 6. Pereyaslav-Khmeln'ytskyi 7. Rzhyschiv-city	8. Skvyrskyi 9. Stavyschenskyi 10. Tetivskyi 11. Yahotynskyi
17	Mykolaiiv'ska	10 April	1 May	1. Bashtanskyi 2. Bereznehuvatskyi 3. Bratskyi 4. Domanivskyi 5. Kazankivskyi	6. Kryvoozerskyi 7. Mykolaiivskyi 8. Ochakivskyi 9. Snigurivskyi	10. Veselynivskyi 11. Voznesenskyi 12. Yelanetskyi 13. Zhovtnevyi
18	Volyn'ska	14 April	5 May	1. Gorohivskyi 2. Ivanychivskyi 3. Kamin-Kashyrskyi 4. Kovel'skyi 5. Lokachynskyi	6. Lyubeshivskyi 7. Lyubomylskyi 8. Manevtskyi 9. Ratnivskyi 10. Rozhyschenskyi	11. Shatskyi 12. Starovyzhivskyi 13. Turiyskyi 14. Volodymyr-Volynskyi
19	Chernihiv'ska	25 April	16 May	1. Bakhmatskyi 2. Borzniansky 3. Chernihivsky 4. Gorodnyansky 5. Koropskyi 6. Koryukivskyi 7. Kozeletskyi	8. Kulykivskyi 9. Mensky 10. Nizhynskyi 11. Novgorod-Siverskyi 12. Prylutskyi 13. Ripkynskyi	14. Schorskyi 15. Semenivsky 16. Sosnytskyi 17. Sribnianskyi 18. Talalayivskyi 19. Varvynskyi
20	Kherson'ska	22 May	12 June	1. Bilozerskyi 2. Holoprystanskyi 3. Hornostaiivskyi	4. Novotroitskyi 5. Skadovsky 6. Tsiuriupynskyi	7. Velykolepytskyi 8. Velykooleksahndrivskyi 9. Vysokopil'ska
21	ARC	23 May	13 June	1. Bakhchysaraiskyi 2. Belohorskyi 3. Chornomorskyi 4. Dzhankoyskyi 5. Kirovskyi	6. Krasnohvardiyskyi 7. Krasnoperekopskyi 8. Leninskyi 9. Nizhnehorskyi	10. Pervomayskyi 11. Razdolnenskyi 12. Saksykyi 13. Sovietskyi
22	Dnipropetrovsk a	*		1. Magdalynivskyi 2. Solonianskyi 3. Petropavlivskyi 4. Dnipropetrovskyi	5. Vasylkovskyi 6. Pokrovskyi 7. Sofiivskyi 8. Synelnykovskyi	
23	Donetska	*		1. Volodarskyi 2. Zhdanivsky-city		
24	Cherkaska	28 August	18 Sept.	1. Lysianskyi, 2. Talnivskyi		
25	Kharkiv'ska	25 June	16 July	1. Barvinkivskyi 2. Blyzniukivskyi 3. Bohodukhivskyi 4. Velykoburlutskyi 5. Derhachivskyi	6. Zachepylivskyi 7. Zolochivskyi 8. Iziumskyi 9. Kehychivskyi 10. Krasnokutskyi	11. Lozivskyi 12. Novovodolazkyi 13. Pervomayskyi 14. Sakhnovschynskyi

Annex – 4 - Summary of Rayon Selection Meetings

№	Oblast	Date of Meeting	Representatives of Oblast Authorities	Rayons Selected	Rayons in Reserve
1	ARC	14.08.2008	Natalya Morozova, consultant, Department of organizational work, Secretariat of ARC Supreme Council	Krasnohvardiyskyi, Kirovskyi, Sovetskyi, Dzhankoyskyi, Rozdolnenskyi, Saksykyi, Pervomayskyi, Krasnoperekopskyi	Chornomorskyi, Bilohirskyi
2	Chernihiv-ska	03.06.08	Oleh Obushnyi, Deputy Head of OC; Vasyl Bulat, Deputy Head of Department of Regional Development, OSA	Koropskyi, Schorskyi, Sribnianskyi, Ripkynskyi, Menskyi, Borznianskyi, Koriukivskyi, Kulykivskyi	Chernihivskyi, Kozeletskyi, Varvynskyi Bakhmatskyi
3	Chernivetska	18.07.08	Liudmyla Panova, First Deputy Head of Main Department of Economics, OSA	Vyzhnytskyi, Hertsaiivskyi, Hlybotskyi, Kelmenetskyi, Kitsmanskyi, Putylskyi, Storozhynetskyi, Sokyrianskyi	Zastavniivskyi, Novoselytskyi, Khotynskyi
4	Ivano-Frankivska	03.06.08	Vasyl Fediuk, Head of Department of European Integration and Investment Policy, OSA	Tlymatskyi, Nadvirnynskyi, Kolomyskyi, Rohatynskyi, Horodenivskyi, Sniatynskyi, Rozhnyaiivskyi, Halytskyi	Dolynskyi, Bohorodchanskyi, Tysmentskyi rayons, Yaremcha city council
5	Kharkivska	14.08.2008	Pavlo Knyazev, Head of Department of External Economic Relations and European Integration, OSA; Volodymyr Tsymbaliuk, Deputy Head of Commission, OC	Blyzniukivskyi, Bohodukhivskyi, Velykoburlutskyi, Zolochivskyi, Iziumskyi, Novovodolazkyi, Pervomayskyi, Sakhnovschynskyi	Derhachivskyi, Zachepylivskyi, Kehychivskyi, Krasnokutskyi, Lozivskyi
6	Khersonska	01.07.08	Larysa Olenkovska, Deputy Head, OSA	Vysokopolskyi, Hornostaiivskyi, Bilozerskyi, Holoprystanskyi, Skadovskyi, Novotroitskyi, Velykooleksandrivskyi, Velykolepetynskyi	Tsiurupynskyi
7	Khmelnyska	05.08.2008	Larysa Molchan, Head of unit of Agricultural Development, OSA Mykola Panasiuk, Head of Development of Local Governance and Information Policy, OC	Shepetivskyi, Slavutskyi, Krasylivskyi, Bilohirskyi, Derazhnianskyi, Iziaslavskyi, Letychivskyi, Horodotskyi	Novoushytskyi, Vinkovetskyi, Khmelnytskyi, Starokostyantynivskyi

№	Oblast	Date of Meeting	Representatives of Oblast Authorities	Rayons Selected	Rayons in Reserve
8	Kirovohrad ska	14.08.08	Viktoriya Chuprun, Head of Main Department of Economics, OSA; Yakiv Bondar, Deputy Head of OC	Bobrynetskyi, Hayvoronskyi, Malovyskiivskyi, Novomyrhorodskyi, Novoukrainskyi, Oleksandrivskyi, Petrivskyi, Svitlovodskyi	Oleksandriyskyi, Novoarkhanhelskyi, Onufriivskyi, Ustynivskyi
9	Kyivska	13.06.08	Yuriy Kovbasiuk, Deputy Head of OSA; Viktoriya Romantsova, First Deputy Head of Main Department of Economics, OSA;	Tetiivskyi, Skvyrskyi, Perayaslav-Khmelnitskyi, Stavyschenskyi, Ivankivskyi, Myronivskyi, Fastivskyi, Kaharlytskyi, town of Rzhyshev	Yahotynskyi, Baryshevskyi
10	Luhanska	19.05.08	Yuriy Atiushkin, Head of Unit of European Integration of Main Department of Economics, OSA	Popasnianskyi, Svativskyi, Bilovodskyi, Bilokurakynskyi, Kreminskyi, Starobilskyi, Anratsyivskyi, Stanychno-Luhanskyi	Markivskyi Lutuhynskyi
11	Lvivska	01.07.08	Valeriy Piatak, First Deputy Head of OSA; Lev Zakharchyshyn, Deputy Head of OC	Starosambirskyi, Turkivskyi, Yavorivskyi, Mostyskyi, Sambirskyi, Zhydachivskyi, Peremyshlianskyi, Buskyi	Sokalskyi, Radekhivskyi, Zolochivskyi, Mykolaiivskyi
12	Mykolaiivska	26.08.08	Oleksandr Honzar, member of OC; Yuriy Larin, member of OC	Domanivskyi, Berezhnivskyi, Snihurivskyi, Voznesenskyi, Veselynivskyi, Kryvozerskyi, Ochakivskyi, Elanetskyi	Kazankivskyi, ZHovtnevyi, Bashtanskyi, Bratskyi
13	Odeska	18.07.08	Oleh Muratov, deputy head of Main Department of External Economic Relations and European Integration, OSA	Ivanivskyi, Savranskyi, Bilhorod-Dnistrovskyi, Bolhradskyi, Kotovskiy, Frunzivskyi Kodymskyi, Artzyzkyi	Bilyiivskyi
14	Poltavska	1.07.08	Petro Vorona, Deputy Head of OC	Lokhvytskyi, Pyriatynskyi, kozelschynskyi, Kotelevskyi, Semenivskyi, Orzhytskyi, Chornuhivskyi, Reshetylvskyi	Kobelyatskyi, Chutivskyi, Kremenchutskyi, Hadiatskyi
15	Rivnenska	19.05.08	Stepan Pavliuk, Deputy Head of OSA Svitlana Turchyniuk, consultant, Unit of Management of Objects of Common Ownership of Territorial Communities, OC	Zarichnenskyi, Sarnenskyi, Dubrovytskyi, Rokytnivskyi, Mlynivskyi, Radyvylivskyi, Koretskyi, Hoshchanskyi	Ostrozkyi, Volodymyretskyi, Kostopilskyi, Bereznivskyi, Demydivskyi

№	Oblast	Date of Meeting	Representatives of Oblast Authorities	Rayons Selected	Rayons in Reserve
16	Sumska	03.06.08	Vira Pavlova, Head of Department of Investments and Social Development, OC; Volodymyr Miskov, Deputy Head of Main Department of Economics, OSA	Seredyno-Budskyi, Krasnopilskyi, Yampilskyi, Lypovodolynskyi, Velykopysarivskyi, Trostianetskyi, Okhtyrskyi, Burynskyi	Sumskyi, Nedryhailivskyi, Konotopskyi, Krolevetskyi
17	Ternopil'ska	25.06.08	Ihor Ivashchuk, first deputy Head of Main Department of Economics, OSA; Volodymyr Chubaty, Head of Unit of Social-Economic Development and Budgetary Planning, OC	Berezhanskyi, Monastyrskyi, Husiatynskyi, Pidvolochyskyi, Lanovetslyi, Zborivskyi, Kozivskyi, Terebovlianskyi	Pidhayetskyi, Buchatskyi, Zbarazkyi, Ternopil'skyi
18	Vinnyska	20.06.08	Andriy Hyzhko, Head of Main Department of Economics, OSA; Leonid Kozodoy, Head of Permanent Commission on Budget, OC	Murovano-Kurylovetskyi, Teplotytskyi, Orativskyi, Trostyanetskyi, Zhmerynskyi, Khmilnytskyi, Tyvrivskyi, Bershadskyi	Yampilskyi, Chernivetskyi, Mohyliv-Podilskyi, Pohrebyschenskyi
19	Volyn'ska	12.08.08	Borys Zahreva, Deputy Head, OC; Vasyl Dmytruk, Deputy Head, OSA	Ratnivskyi, Volodymyr-Volynskyi, Shatskyi, Liubeshivskyi, Turiyskyi, Kovel'skyi, Lokachynskyi, Ivanychivskyi	Liubomylskyi, Horohivskyi, Starovyzhivskyi, Rozhaschynskyi
20	Zakarpatska	22.07.08	Volodymyr Hoblyk, Deputy Head of OSA; Vasyl Brezentovych, Deputy Head of OC	Tiachivskyi, Mizhhirskyi, Perechynskyi, Rakhivskyi, Svaliavskyi, Volovetskyi, Berehivskyi, Velykobereznianskyi	Irshavskyi, Uzhhorodskyi, Mukachivskyi, Khustskyi
21	Zaporizka	18.07.08	Viktor Bukhtiyarov, Chief Specialist of Department of organizational support for activities of OC Secretariat Ella Slyepian, Head of Main Department of Economics, OSA	Mykolaivskyi, Prymorskyi, Huliaypilskyi, Berdyanskyi, Chernihivskyi, Polohivskyi, Velykobilozerskyi, Kuibyshevskyi	Novomykhailivskyi, Vasylkivskyi
22	Zhytomyrska	19.05.08	Natalia Arendarchuk, Head of Department of External Relations, OSA; Viktor Hradivskyi, Head of Department of Investment Activities, OSA	Chudnivskyi, Chernyakhivskyi, Chervonoarmiyskyi, Andrushivskyi, Korostyshivskyi, Luhynskyi, Olevskyi, Liubarskyi	Narodychskyi, Ramonovskyi, Volodar-Volynskyi, Korostenskyi

Annex – 5

Press conferences for Announcement of Results of Rayon Selection

N	Oblast	Date	Venue	Participants from OSA/OC	No of media
1	Chernihivska	04.06.2008	OSA	O.BELSKIY, Deputy Head of OSA T.DANYLOVA, Head of Department of Regional Development	6
2	Ivano-Frankivska	13.06.2008	OC	V. SEMKIV, Head of Main Department of Tourism, European Integration External Relations and Investment of OSA V. FEDIUK, Head of Department of European Integration and Investment Policy, OSA	10
3	Kyivska	24.06.2008.	OSA	V.ULYANCHENKO, Head of OSA V.MAYBOZHENKO, Head of OC	16
4	Vinnitska	25.06.2008	OSA	V. KOROVYI, first Deputy Head of OSA L. KOZODOY Head of Budget Committee of OC	9
5	Rivnenska	27.05.2008	OSA	S. PAVLIUK, Deputy Head of OSA I. TYMOSHENKO, Head of Main Department of Economics and Investment Policy	11
6	Zhytomyrska	05.06.2008	OSA	I.ORLOV, Deputy Head of OSA, Z.YANCHENKO, Head of Department of Economics, V.HRADIVSKYI, Head of Investment Unit, Department of Economics of OSA	6
7	Khersonska	16.07.2008	OSA	L.SAMSONENKO, Head of External Relations Department	4
8	Lvivska	04.07.2008	OC	L.ZAKHARCHYSHYN, - заступник Голови обласної ради, O.KRETOVA, Chief Specialist, Department of Economics	11
9	Poltavska	15.07.08.	Poltava University	A.BARANOV, Deputy Head of OSA, P.VORONA, Заступник голови облради Петро Ворона	11
10	Ternopil'ska	02.07.2008	OSA	A.FLISSAK, Deputy Head of OSA, Y.IVASCHUK, 1 st Deputy Head of Economics Department	11
11	Cherkaska	28.08.2008	OSA	Deputy Head of OSA, Deputy Head of OC Deputy Heads of RSAs	5
12	Kharkivska	28.08.2008	Press Centre	P.KNIAZYEV, Deputy Head of External Relations Department	3
13	Khmelnytska	06.08.2008	OSA	V.KYRYLIUK, M.PANASIUK	9
14	Kirovohrad'ska	18.08.2008	OSA	V.CHUPRUN, Head of Main Dept of Economics Y.BONDAR, Deputy Head of OC	11
15	Volyn'ska	13.08.2008	OSA	B. ZAHREVA, Deputy Head of OC O.BLASHUK, Deputy Head of Main Dept of Economics	2
16	Zaporizka	06 серпня 2008	OSA	V.MISCHANYN, Head of Department of External Relations	9
TOTAL					134

Annex – 6

Frequently Asked Questions During Rayon Seminar**Q - What is the benefit for the UNDP to support Ukrainian village?**

A - One of the mandates of UNDP is to assist countries across the world in reducing poverty and make the living condition of the people better. Ukraine is also facing poverty problem and living condition of the people has declined due to poor delivery of basic public services, which occur often due to broken or inefficient communal infrastructures. Poverty level in many Ukrainian villages is critical, and there are crucial social problems to be solved. Therefore, UNDP in Ukraine assists the Government, local authorities and local communities in addressing these problems. It does so through development projects such as the CBA Project. It does fulfill its obligations as per the instructions and resources provided by its governing body. Its resources are used as a grant without room for direct or indirect return. Therefore, it does not seek any benefit or profit from its clients or target beneficiaries.

Q - Why the people should trust the Project and make financial contribution? Who will collect the resources? Who is responsible for spending it?

A – Approach of the CBA Project to work in partnership with local communities, local authorities and other stakeholders is founded on such elements as transparency, accountability and partnership. Partnership is based on mutual trust. The Project trusts on good judgment of its local partners to select local priorities to be implemented through cost sharing. The Project contributes its share for the implementation of the community projects as is done by other partners, including the beneficiary communities. It is the beneficiary community which is responsible to collect and spend the money accumulated from various sources. For this purpose, the community members form a legal organisation, open bank account and maintain a transparent accounting system. CBA Project transfers its share into account of the community organisation and expects that the community organisation uses the resources based on UNDP financial rules. The Project provides necessary training to the community organisation so that it is able to accomplish the task with high degree of transparently and accountability. In this whole process, the Project trusts its local partners and in lieu expects to be trusted.

Q – What should be the legal form of the community organisation?

A – A community organisation can be registered under any of the available legal provision in the country. It is up to the decision of the community members. Each legal form has its own strengths and weaknesses. The best legal form is the one which allows the organisation to receive grant from the Project and other sources; allows to use this money under decision of the community members; allows the community organisation to transfer the property to concerned authority or retain on its own inventory; allows the organisation to raise users' fee from its beneficiary members and maintain the system created/rehabilitated under Project's support.

Q – Can one community make more than 1 project proposal?

A – Yes, but the CBA's share is 10 000 \$ maximum for one project. This amount cannot be increased even if the community brings forth more than one proposal.

Q – Does the 5% share of the community include cost of project design estimates?

A – Yes.

Q – Is the cost sharing uniformly applicable to all level of local authorities i.e. should the local budget give 45% of micro-project drawing 20% from oblast budget, 20% from rayon and 5% from village/ town council, for example?

A - No, it's not uniform. The proportion of cost sharing may differ depending on the availability of the budget with the particular level of authority for the purpose of the micro project identified by the community. It may also differ based on the mutual agreement/understanding among the partners.

Q - Some micro-projects are specific, for example, school bus purchase and maintenance. How will it come to the book of the entity of community organization? Is it acceptable in this case to transfer the transport facility to the book of the budget organization, e.g. rayon education department, which will maintain and repair it?

A - Yes, it's possible to transfer a transport facility to the book of a budget organization, but the legal framework is to be provided by local and rayon authorities. What is essential that the benefiting community must take charge of maintaining the system.

Q - In case of inflation or rise in price what is the way out for the project?

A - After the micro-project budget is approved and financing agreement is signed, additional financing from the Project is not possible. To minimize the problems due to inflation, it is recommended to (a) incorporate such risks during the stage of proposal preparation/project planning; (b) avoid delay of implementation.

Q - If the community covers several priority areas of the Project is there more chance to succeed?

A – Even if the community might be facing several development challenges, it should not try to address all of them at the same time through community projects. It will be difficult as the people will get tired of making financial and non-financial contributions for

all of them. Moreover, each project will demand various administrative/financial precisions and may create conflict. Therefore, it is advisable to undertake priorities one by one even if there is a chance to succeed.

Q - Is the number of participants of community organisation regulated?

A – In principle, self-organization process should cover not less than 80% of households located on the territory in question. This territory may be a village or a group of villages in vicinity; houses along a street or apartments in a multi-storied building and so on. From the perspective of viability participation of only a few households is not appropriate. Similarly, a large number of household participation is not appropriate from the perspective of mutual interaction and consensus based decision-making. Therefore, a community organisation with 40-80 members is considered appropriate. If there are more people willing, it's recommended to set up more organizations and unite them into an association. Similarly, a smaller communities located in the vicinity could join together to form a bigger organisation.

Q - Will other communities/village councils have the opportunity to participate in CBA Project?

A – In the present scenario, we work with only five village/town councils in a rayon. In case there is high degree of success from the present partnership and if additional funding is available from the donors then it might be possible to add more village/city councils in future.

Annex - 7
Summary of Rayon Seminars

№	Name of Rayon	Date of Rayon Seminar	Date of PA Signature with rayon	No. of participants	No. of media	Representation of OSA and CBA		
						Name	Designation	Institution
Chernihivska oblast								
1	Koriukivskyi	24.06.08	24.06.08.	24	2	Чорнуха В.І.	Deputy Head	RSA
						Хроленко В.Д-	Head	RC
2	Kulykivskyi	26.06.08	26.06.08.	19	2	Шпак О.А.-	Head	RSA
						Мельник	Head	RC
3	Borznianskyi	02.07.08	02.07.08.	24	2	Бикович М.В.	Head	RSA
						Горбашенко В.М.	1 st Deputy Head	RSA
4	Koropskyi	02.07.08	02.07.2008	27	2	Куніцин В.М.	Head	
						Демиденко П.М.	1 st Deputy Head	RSA
5	Schorskyi	04.07.08	04.07.2008	25	2	Яковець М.І.	Head	RC
						ORSA І.Г.	1 st Deputy Head	RSA
6	Ripkynskyi	08.07.08	08.07.2008	32	2	Олексенко Р.М-	Acting Head	RSA
						Лемешко Ю.І.	Head	RC
7	Menskyi	10.07.08.	10.07.2008	19	2	Костючок С.Г.	Head	RSA
8	Sribnianskyi	11.07.08	11.07.2008	22	2	Петренко О.М.	Deputy Head	RSA
						Тимченко В.Г.	Head	RC
Ivano-Frankivska oblast								
1	Halytskyi	26.06.2008	26.06.2008	32	2	Івасишин Г.М.,	1 st Deputy Head	RSA
						Бобрис М.І., RC	Head of Secteratiat	RC
2	Rohatynskyi	26.06.2008	26.06.2008	31	3	Галуза І.Й.	1 st Deputy Head	RSA
						Попель М.Б	Head	RC
3	Rozhniativskyi	27.06.2008	27.06.2008	28	1	Жолобак П.М.	Deputy Head	RSA
4	Nadvirnianskyi	02.07.2008	02.07.2008	32	2	Павлюх В.В.	1 st Deputy Head	RSA
						Яковішак В.В.	Deputy Head	RC
5	Kolomyjskyi	02.07.2008	02.07.2008	34	4	Неміш Д.В.,	Head	RC
						Печенюк Н.С.	Deputy Head	RSA
6	Tlumatskyi	04.07.2008	04.07.2008	35	2	Сенів В.І.	Head	RSA
						Ванда В.В.	Deputy Head	RSA
7	Horodenkivskyi	04.07.2008	04.07.2008	30	1	Романюк Б.М.	Deputy Head	RSA,
8	Snyatynskyi	07.07.2008	07.07.2008	29	1	Білик Р.П.	Head	RSA
						Угрин І.М.	Head	RC
Luhanska oblast								
1	Stanychno-Luhanskyi	02.06.2008	01.06.2008	22	0	Гладких Ю.М.,	1 st Deputy Head	RSA
2	Svativskyi	03.06.2008	27.06.2088	20	1	Русанова Л.П.	1 st Deputy Head	RSA
3	Kreminskyi	03.06.2008	26.06.2008	15	1	Прокопенко Ю. О.	Acting Head	RSA
						Назаренко Юлія І.	Deputy Head	RC
4	Anratsytivskyi	04.06.2008	01.06.2008	20	1	Рудь М.М	Head	RSA
5	Bilokurakynskyi	05.06.2008	06.06.2008	14	1	Іванченко С.І.	Head	RSA
6	Starobilsky	05.06.2008	07.06.2008	14	1	Григоренко О.О.	1 st Dept Head a.i.	RSA
7	Bilovodskyi	06.06.2008	07.06.2008	15	1	Морозова Л.М.	Deputy Head	RSA
8	Popasnianskyi	10.06.2008	07.06.2008	15	2	Михайлюк В.І.	Deputy Head	RSA
Rivnenska oblast								
1	Zarichnenskyi	05.06.2008	05.06.2008	28	1	Саган В. П.	Acting Head	RSA
						Доронін Олександр В.	Deputy Head	RC
2	Dubrovtskyi	05.06.2008	05.06.2008	35	2	Стрибулевич Леонід Ф.	Head	RSA
3	Rokytnivskyi	06.06.2008	06.06.2008	45	2	Поліщук Василь П.	Head	RSA
						Близнюк Володимир П.	Head	RC
4	Sarnenskyi	12.06.2008	12.06.2008	30	2	Рухер Петро В.	Head	RSA
						Прозапас Олексій І.	Deputy Head	RC
5	Koretskyi	06.06.2008	06.06.2008	30	2	Сивий Руслан П.	Head	RSA
						Світлана Яковець	Deputy Head	RC

№	Name of Rayon	Date of Rayon Seminar	Date of PA Signature with rayon	No. of participants	No. of media	Representation of OSA and CBA		
						Name	Designation	Institution
6	Hoshchanskyi	06.06.2008	06.06.2008	25	2	Загіней Юрій	Deputy Head	RSA
						Гречич Степан М.	Head	RC
7	Mlynivskyi	09.06.2008	09.06.2008	33	2	Кислюк Володимир О.	Head	RSA
						Шинкар Валерій А.	Head	RC
8	Radyvylivskyi	09.06.2008	09.06.2008	30	1	Кушницький Василь Р.	Deputy Head	RSA
						М. Петрушок	Deputy Head	RC
Sumska oblast								
1	Seredyno-Budskyi	18.06.2008	18.06.2008	18	0	Ніколаєв Володимир М.	Head	RSA
						Ген Григорій А.	Head	RC
2	Yampil'skyi	18.06.2008	18.06.2008	16	2	Животенюк Василь П.	Head	RSA
						Кулинич Сергій І.	Head	RC
3	Buryn'skyi	19.06.2008	19.06.2008	26	0	Браженко Сергій І.	Head	RC
4	Lypovodolyn'skyi	19.06.2008	19.06.2008	19	1	Якуб Галина М.	Head	RC
5	Trostanetskyi	25.06.2008	25.06.2008	24	1	Курило Олександр М.	Councillor to Head	RC
6	Okhtyr'skyi	25.06.2008	25.06.2008	22	1	Шарай Ігор С.	Head	RSA
						Ситник Юрій В.	Head	RC
7	Velykopysariv'skyi	26.06.2008	26.06.2008	12	1	Косач Олексій Ф.	Head	RC
8	Krasnopil'skyi	26.06.2008	26.06.2008	26	1	Яремчук Юрій А.	Acting Head	RSA
						Приходько Микола В.	Head	RC
Zhytomyr'ska oblast								
1	Andrushiv'skyi	10.06.2008	10.06.2008	28	1	Борисов Олег А.	1 st Deputy Head	RSA
						Шпаківський В. Б.	Head	RC
2	Korostyshiv'skyi	03.06.2008	03.06.2008	32	3	Олександр Г. Б.	Head	RSA
						Андрій Опанасович Д.	Head	RC
3	Cherniakhiv'skyi	30.05.2008	30.05.2008	27	1	Чорноморець	Deputy Head	RC
4	Chervonoarmiyskyi	05.06.2008	05.06.2008	40	1	Ліневич Валентин В.	Head	RSA
						В.В. Галушинський	Head	RC
5	Chudniv'skyi	06.06.2008	06.06.2008	37	1	Данілов Андрій В.	Head	RSA
						Катюха Тетяна В.	Head	RC
6	Liubarskyi	09.06.2008	09.06.2008	24	1	Седов Сергій П.	Head	RSA
						Кулик Вячеслав В.	Head	RC
7	Olev'skyi	04.06.2008	04.06.2008	26	1	Славянин Михайло О.	1 st Deputy Head	RSA
						Ігнатюк Микола П.	Deputy Head	RC
8	Luhyn'skyi	04.06.2008	04.06.2008	28	1	Семенко Андрій Г.	Head	RSA
						Пашук Віктор В.	Head	RC
ARC								
1	Krasnohvardiyskyi	09.07.2008	-	27	1	n/a		
2	Dzhankoyskyi	09.07.2008	-	24	0	n/a		
3	Kirov'skyi	10.07.2008	-	30	0	n/a		
4	Sovetskyi	10.07.2008	-	22	0	n/a		
5	Pervomayskyi	11.07.2008	-	25	2	n/a		
6	Krasnoperekopskyi	11.07.2008	-	27	0	n/a		
7	Sak'skyi	16.07.2008	-	30	0	n/a		
8	Razdolnenskyi	16.07.2008	-	28	1	n/a		
Kherson'ska oblast								
1	Bilozerskyi	16.07.2008	16.07.2008	42	1	Самсоненко Л.А.	Head of Departm.	OSA
						Артюшенко В.В.,	Head	RSA
						Карась В.П.	Head	RC
2	Skadov'skyi	17.07.2008		24	1	Кручиненко С.М.	Deputy Head	RSA
						Власенко А.В.	Deputy Head	RC
3	Novotroyitskyi	18.07.2008	18.07.2008	25	1	Коцегубов А.С	Deputy Head	OSA
						Пінчук Н.С.	Head	RSA
						Збаровський П.М.	Head	RC

№	Name of Rayon	Date of Rayon Seminar	Date of PA Signature with rayon	No. of participants	No. of media	Representation of OSA and CBA		
						Name	Designation	Institution
4	Holopdystanskyi	21.07.2008		27	1	Самсоненко Л. А.	Head of Departm.	OSA
						Бесараб І.К.	Deputy Head	RC
						Роман Т. П.	Deputy Head	RSA
5	Hornostayivskyi	22.07.2008	22.07.2008	40	1	Самсоненко Л. А.	Head of Departm.	OSA
						Марчук І.В.,	Head	RSA
						Вермієнко Г.В.,	Head	RC
6	Velykolepetunsky	22.07.2008	22.07.2008	15	1	В.П.Антипенко	Acting Head	RSA
						Д.С.Папуша	Head	RC
7	Velykooleksandrivskyi	23.07.2008	23.07.2008	16	1	Л.М.Бережна.,	Head	RSA
						Ю.С.Терлецький	Head	RC
8	Vysokopilskyi	23.07.2008	23.07.2008	16	1	Качковський С.А.	Head	RSA
						Бутяєва Н.В.	Head	RC
Kyivska oblast								
1	Fastivskyi	03.07.2008	24.06.2008	29	3	Хрищенко В. О.	Head	RSA
						Кірілова О. В.	Head of Secteratiat	RC
2	Skvytskyi	03.07.2008	24.06.2008	29	3	Гольчинський В.О.	1 st Deputy Head	RSA
						Гриша В. В.	Head of Secteratiat	RC
3	Tetiivskyi	04.07.2008	24.06.2008	55	2	Швалюк М. П.,	Head	RSA
						Катков В. С.,	Deputy Head	RC
4	Stavyschenskyi	04.07.2008	24.06.2008	24	1	Кравчук О.Г.	Head of Secteratiat	RC
5	Kaharlytskyi	08.07.2008	24.06.2008	34	2	Черниченко Н.І.	Deputy Head	RSA
6	Pereyaslav-K.	09.07.2008	24.06.2008	38	2	Усик В. С.	Head	RSA
						Шеремета В. В.	Head	RC
7	Myronivskyi	09.07.2008	24.06.2008	35	2	Куцак О. С.	1 st Deputy Head	RSA
						Бондаренко М. Г.,	Head	RC
8	Ivankivskyi	15.07.2008	24.06.2008	22	1	Сивачук В.Д.	1 st Deputy Head	
						Василенко М.М.	Head	RC
Lvivska oblast								
1	Mostyskyi	09.07.2008	09.07.2008	36	2	ВІЗНЯК Юрій Я.	Head	RSA
						Вербаускас А. М.	Head	RC
2	Yavorivskyi	09.07.2008	09.07.2008	34	2	НОВОСЯДЛО С. Ф.	Head	RSA
						Карпа Іван П.	Head	RC
3	Zhydachivskyi	11.07.2008	11.07.2008	32	1	КОС Ігор С.	Head	RSA
						Баліцький Р. М.	Head	RC
4	Sambirskyi	15.07.2008	15.07.2008	43	2	БІЛАК Іван І.	Head	RSA
						Максимів І. Я.	Head	RC
5	Buskyi	16.07.2008	16.07.2008	24	2	ВОВК М. Ф.	Head	RSA
						Замроз В. С.	Head	RC
6	Starosambirskyi	17.07.2008	17.07.2008	36	2	ЦЕПЕНДА М. В.	Head	RSA
						Горбовий В. І.	Head	RC
7	Turkivskyi	18.07.2008	18.07.2008	37	1	Бегей Богдан М.	Head	RSA
						Лило Юрій Д.	Head	RC
8	Peremyshlianskyi	21.07.2008	21.07.2008	24	1	ПАСКА Олег В.	Head	RSA
						Винницький В. М.	Head	RC
Poltavska oblast								
1	Pyriatynskyi	23.07.08.	-	29	2	Митропан Василь Д.	Head	RSA
						Рябоконт Олексій П.	Head	RC
2	Chornukhynskyi	23.07.08.	-	21	0	Лисенко Борис М.	Head	RSA
						Кривчун Микола О.	Head	RC
3	Lokhvytskyi	23.07.08.	-	35	0	Щуров Віктор С.	Head	RSA
						Борисенко В. І.	Head	RC
4	Semenivskyi	25.07.08.	-	42	1	Пипич Григорій С.	Head	RSA
						Книш Валерій Є.	Head	RC
5	Orzhitskyi	25.07.08.	-	30	0	Чепя Микола М.	Head	RC

№	Name of Rayon	Date of Rayon Seminar	Date of PA Signature with rayon	No. of participants	No. of media	Representation of OSA and CBA		
						Name	Designation	Institution
6	Reshetylivskyyi	29.07.08.	-	42	1		n/a	n/a
7	Kozelschynskyyi	29.07.08.	-	36	0		n/a	n/a
8	Kotelevskyyi	29.07.08.	-	38	0		n/a	n/a
Ternopil'ska oblast								
1	Terebovlianskyi	08.07.2008	08.07.2008	49	2	Поперечний Сергій І.	Deputy Head	RSA
						Качан Йосип П.	Deputy Head	RC
2	Berezhnanskyi	08.07.2008	08.07.2008	41	2	Зінчук Віктор Є.	Head	RSA
						Пуківський В. Б.	Deputy Head	RC
3	Monastyrskyyi	09.07.2008	09.07.2008	32	2	Мельник Василь І.	Deputy Head	RSA
						Дудяк Роман Я.	Head of Secteratiat	RC
4	Lanivetskyi	10.07.2008	10.07.2008	32	2	Хомінець Василь П.	Head	RSA
						Кушнір Руслана М.	Deputy Head	RC
5	Kozivskyyi	11.07.2008	11.07.2008	34	2	Смішнюк Павло М.	1 st Deputy Head	RSA
						Погайдак Микола М.	Head	RC
6	Husiatynskyyi	15.07.2008	15.07.2008	45	2	Триснюк Василь М.	Head	RSA
						Турецький Степан П.	Head	RC
7	Plidvolochyskyi	16.07.2008	16.07.2008	42	2	Олійник Василь П.	Head	RSA
						Стадницький Богдан К.	Head	RC
8	Zborivskyyi	17.07.2008	17.07.2008	54	2	Гудима Василь П.	Deputy Head	RSA
						Бігус Михайло Б.	Deputy Head	RC
Vinnyska oblast								
1	Murovano-K.	02.07.2008	02.07.2008	54	2	Ревуцький В. А.	Head	RSA
						Іванцов Петро В.,	Head	RC
2	Tyrvivskyyi	03.07.2008	03.07.2008	59	1	Томчук Валерій І.	Head	RSA
3	Zhmerynskyyi	03.07.2008	03.07.2008	51	1	Сіроштан Микола М.	1 st Deputy Head	RSA
						Гайдюра Федір П.	Head	RC
4	Teplotytskyi	04.07.2008	04.07.2008	52	2	Романюк Василь І.	Head	RSA
						Трамбовецький Р. І.	Head	RC
5	Trostianetskyi	08.07.2008	08.07.2008	32	1	Каратнюк Михайло Д.	Head	RSA
						Лобань Леоні І.,	Head	RC
6	Bershadskyi	08.07.2008	08.07.2008	43	2	Шульц Світлана Л.	Head	RSA
						Бурлака Михайло Г.,	Head	RC
7	Orativskyyi	09.07.2008	09.07.2008	54	1	Покорнюк П. Ф.	Head	RSA
						Опалюк Анатолій М.	Head	RC
8	Khmilnytskyi	10.07.2008	10.07.2008	57	2	Лановий В. Б.	Head	RSA
						Чмелюк В. А.	Head	RC
Chernivetska oblast								
1	Hlybotskyi	07.08.2008	07.08.2008	15	2	Г.Ванзуряк	Head	RC
2	Kelmenetskyi	12.08.2008	12.08.2008	22	1	П.Телешман,	Head	RSA
						В.Дєдов	Head	
3	Sokyrnianskyi	12.08.2008	12.08.2008	24	1	О.Кіструга,	Acting Head	RSA
						В.Козак	Head	
4	Vyzhnytskyi	13.08.2008	13.08.2008	22	1	О.Гриндей,	Head	RSA
						Ю.Никифоряк	Head	
5	Hertsaiivskyyi	14.08.2008	14.08.2008	16	1	В.Явєцький,	Deputy Head	RSA
						Д.Годорог	Head	
6	Kitsmanskyi	15.08.2008	15.08.2008	25	1	В.Ящук,	Head	RSA
						М.Подільчук	Head	
7	Storozhynetskyi	15.08.2008	15.08.2008	20	1	О.Данко,	Head	RSA
						І.Іліка	Deputy Head	
8	Putylskyi	28.08.2008	28.08.2008	n/a	n/a	n/a	n/a	n/a
Khmelnytska oblast								
1	Shepetivskyyi	15.08.2008	15.08.2008	60	2	Маньковська Надія О.	Deputy Head	RSA
						Капелюх Микола П,	Head of Secteratiat	RC
2	Slavutskyyi	18.08.2008	18.08.2008	41	3	Душнюк Галина І.	Head	RSA

№	Name of Rayon	Date of Rayon Seminar	Date of PA Signature with rayon	No. of participants	No. of media	Representation of OSA and CBA		
						Name	Designation	Institution
						Прилуцький В. Ф.	Deputy Head	RC
3	Krasylivskyi	19.08.2008	19.08.2008	60	2	Ковальчук Н. В.	Deputy Head	RSA
						Арсенюк Петро І.	Head	RC
4	Bilohirskyi	20.08.2008	20.08.2008	46	2	Кобера Володимир В.	Head	RSA
						Ямчук Михайло Д.	Head	RC
5	Derazhnianskyi	21.08.2008	21.08.2008	26	2	Кручик Віктор К.	Acting Head	RSA
						Петришин Богдан М.	Head	RC
6	Iziaslavskyi	27.08.2008	27.08.2008	38	2		Deputy Head	RSA
							Deputy Head	RC
7	Letychivskyi	28.08.2008	28.08.2008	31	2		Head	RSA
							Head	RC
8	Horodotskyi	29.08.2008	29.08.2008	28	2		Head	RSA
							Head	RC
Kirovohradska oblast								
1	Oleksandrivskyi	28.08.2008	28.08.2008	25	2	Невмержицький О.С.	1 st Deputy Head	RSA
						Степанов С.М.	Head	PP
2	Bobrynetskyi	28.08.2008	28.08.2008	25	3	Рожкован С.М.	Head	
						Замша Л.О	Head	PP
Odeska oblast								
1	Bilhorod-D.	07.Сеп	-	28	1	Зініч М.Ф.	Deputy Head	RSA
2	Ivanivskyi	08.Сеп	-	14	1	n/a		
3	Bolhradskyi	11.Сеп	-	35	1	Гайдаржи М.А.	Deputy Head	RC
4	Artsyzkyi	11.Сеп	-	12		Давидов В.І.	Head	RSA
5	Frunzivskyi	13.Сеп	-	25	1	n/a	Head	RSA
6	Kotovskiy	13.Сеп	-	30	1	n/a		
7	Savranskyi	14.Сеп	-	30		Бадюл М.В.,	Head	RC
						Благодір Л.Д.	Deputy Head	RSA
8	Kodymskyi	14.Сеп	-	18	1	Погорілий В.І.	Head	RSA
Volynska oblast								
1	Lokachynskyi	19.08.2008	19.08.2008	20	2	Александрук О. М.	Head	RSA
						Усік Микола Т.	Head	RC
2	Ivanychivskyi	19.08.2008	19.08.2008	44	1	Березюк Віктор Г.	Head	RSA
3	Volodymyr-V.	20.08.2008	20.08.2008	26	1	Михалець Юрій Б.	Head	RSA
						Оніщук Андрій Ю.	Head	RC
4	Turiyskyi	20.08.2008	20.08.2008	39	2	Мазурик Василь В.	Head	RSA
						Василишин Орест В.	Head	RC
5	Kovelskyi	21.08.2008	21.08.2008	53	3	Скуба Валентин М.	Head	RSA
						Гайдучик Микола Г.	Head	RC
6	Liubeshivskyi	26.08.2008	26.08.2008	22	2	Корець Василь Т.	Head	RSA
						Панасюк Валерій С.	Head	RC
7	Ratnivskyi	26.08.2008	26.08.2008	31	2	Харлампович Адам С.	Head	RSA
						Макарук Микола М.	Head	RC
8	Shatskyi	27.08.2008	27.08.2008	13	1	Сахарук Ольга П.	Head	RC
Zakarpatska oblast								
1	Velykobereznianskyi	8 серпня	8 серпня	23	1	Каламуняк М.М.	Head	RSA
						n/a	Deputy Head	RC
2	Perechynskyi	8 серпня	8 серпня	30	1	Данча М.Д.	Head	RSA
						Грицик П.В.,	Head	RC
3	Svaliavskyi	12 серпня	12 серпня	27	1	Колядко О.Л.,	Head	RSA
						Воронич М.І.	Head	RC
4	Volovetskyi	14 серпня	14 серпня	26	1	Биркович О.І.	Head	RSA
						Реблян М.І.	Head	RC
5	Mizhhirskyi	18 серпня	18 серпня	30	1	Роман І.Ю.	Head	RSA
						Ярема І.В.	Head	RC
6	Tiachivskyi	19 серпня	19 серпня	26	1	Кушілка В.В.	Head	RSA

№	Name of Rayon	Date of Rayon Seminar	Date of PA Signature with rayon	No. of participants	No. of media	Representation of OSA and CBA		
						Name	Designation	Institution
7	Berehivskiy	21 серпня	21 серпня	25	1	Трикур В.В.	Head	RSA
						Чизмар Б.	Head	RC
Zaporizka oblast								
1	Polohivskiy	12.08.2008	-	22	1	Журавльов П.І.	Head	RSA
						Тоцький В.П.	Head	RC
2	Chernhivskiy	12.08.2008	-	18	1	Найда О.В.	Head	RSA
						Шумельний А.М.	Deputy Head	RC
3	Novomykolaiivskiy	13.08.2008	-	29	2	Пеньковський С.В.		RSA
4	Velykobilozerskyi	14.08.2008	-	28	1	Візнюк І.С.	Deputy Head	RSA
						Супрун В.М.	Head	RC
5	Huliaypilskyi	15.08.2008	-	25	2	Кірієнко О.О.	Deputy Head	RSA
						Горпініч П.А.	Deputy Head	RC
6	Kuybyshivskiy	18.08.2008	-	20	1	Савчук Ю.В.	Head	RSA
						Ковальчук Б.П.	Deputy Head	RC
7	Berdianskyi	18.08.2008	-	11	1	Кеда С.І.	Acting Head	RSA
						Васильчик Ж.О.	Head of Secteratiat	RC
8	Prymorskyi	19.08.2008	-	21	2	Самоделов В.В.	Deputy Head	RSA
						Никитченко І.В.	Head of Secteratiat	RC

Annex – 8
List of Selected Village/City Councils

№	Name of Rayon	No applications	Date of Selection meeting	VC/CC Selected	Reserve List
ARC					
1	Красногвардейский район	10	31 июля 2008 г.	Новопокровский, Зерновской, Петровский, Ленинский, Марьяновский с/с	Янтарненский, Восходненский
2	Первомайский район	7	31 июля 2008 г.	Гришинский, Кормовской, Первомайский пгт, Островский, Крестьяновский,	Правдовский
3	Советский район	8	31 июля 2008 г.	Советский п, Заветненский, Краснофлотский, Ильический, Чапаевский	Дмитровский
4	Кировский район	11	31 июля 2008 г.	Львовский, Первомайский, Синицынский, Золотополенский Старый Крым	Журавский, Кировский, Партизанский, Токаревский
5	Сакский район	10	20 августа 2008 г.	Штормовской, Крымский, Геройский, Охотниковский, Суворовский	Ореховский, Сизовский, Виноградовский
6	Джанкойский район	9	20 августа 2008 г.	Масловский, Лобановский, Майский, Новокрымский, Зареченский	Ермаковский, Роскошненский, Светловский, и Вольновский пгт.
7	Раздольненский район	6	20 августа 2008 г.	Новоселовский, Ботанический, Раздольненский, Ручьевский, Кукушкинский	Ковыльновский
8	Красноперекопский район	8	20 августа 2008 г.	Воинский, Ишунский, Ильинский, Новопавловский, Орловский	Совхозненский, Филатовский, Красноармейский
CHERNIHIVSKA OBLAST					
1	Корюківський	14	28.07.08.		
				Олександрівська	Наумівська
				Сядринська	Ховминська
				Прибинська	
				Козилівська	
2	Куликівський	16	28.07.08.	Будянська	
				Куликівська	Смолянська
				В.Муравейська	Дрімайловська
				Виблівська	
				Дроздівська	
3	Борзнянський	24	28.07.08.	Кладьківська	
				Тростянську;	Красно-сільську;
				Носелівську;	Велико-загорівську
				Миколаївську;	
Степанівську;					
Новомлинівську сільські ради.					

№	Name of Rayon	No applications	Date of Selection meeting	VC/CC Selected	Reserve List
4	Коропський	16	28.07.08.	Коропська	Краснопільська
				Вишеньківська	Вільненська
				Червоненська	
				Понорнинська	
				Крисківська	
5	Менський	15	28.07.08.	Бірківська	Ленінівська
				Феськівська	Осьмаківська
				Киселівська	
				Чапаєвська	
				Лісківська	
6	Срібнянський	16	28.07.08.	Срібнянська	Сокиринську
				Дігтярівська	Грицівську
				Подільська	
				Савинська	
				Калюжинська	
7	Щорський	20	28.07.08.	Петровська	Староборовицька
				Тур*янська	Староруднянська
				В. Щимельська	
				Кучинівська	
				Рогізківська	
8	Ріпкинський	19	31.07.08.	Ріпкинська	Смолигівська
				Замглайська	Олешнянська
				Малинівська	
				Горностаївська	
				Любечська	
I-FRANKIVSKA OBLAST					
1	Надвірнянський			1.Тисменичанська сільська рада 2. Молодківська сільська рада 3.Фитьківська сільська рада 4.Краснянська сільська рада 5. Ланчинська селищна рада	1. Фитьківська сільська рада 2. Переріслянська сільська рада
2	Рогатинський			1. Рогатинська міська рада 2. Чесниківська сільська рада 3. Вишнівська сільська рада 4. Жовчівська сільська рада 5. Васючинська сільська рада	1. Виспянська сільська рада 2. Козарівська сільська рада
3	Городенківський			1. Городенківська міська рада 2. Далешівська сільська рада 3. Чортовецька сільська рада 4. Чернятинська сільська рада 5. Вікнянська сільська рада	1. Виноградська сільська рада 2. Чортовецька сільська рада 3. Луківська сільська рада 4. Сороківська сільська рада
4	Галицький			1. Галицька міська рада 2. Більшівцівська селищна рада 3. Бринська сільська рада 4. Залуквянська сільська рада 5. Вікторівська сільська рада	1. Жалиборівська сільська рада 2.Бовнівська сільська рада 3. Дубівецька сільська рада 4. Мар'ямпільська сільська рада
5	Коломийський			1. Пилипівська сільська рада 2. Рунгурська сільська рада 3. Жукотинська сільська рада 4. Голосківська сільська рада 5. Отинійська селищна рада	1. Верхньоверуїзька сільська рада 2. Ступківська сільська рада 3. Молодятьинська сільська рада 4. Ліснолобідська сільська рада 5. Дебеславцівська сільська рада

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6	Снятинський			1. Стецівська сільська рада 2. Белелуйська сільська рада 3. Тулуківська сільська рада 4. Джурівська сільська рада 5. Задубрівська сільська рада	1. Новоселицька сільська рада 2. Ганківська сільська рада 3. Красноставська сільська рада 4. Троїцька сільська рада
7	Рожнятівський			1. Грабівська сільська рада 2. Сливківська сільська рада 3. Ясенська сільська рада 4. Нижньострутинська сільська рада 5. Брошнів-Осадська селищна рада	1. Вільхівська сільська рада 2. Цінівська сільська рада 3. Петранківська сільська рада
8	Тлумацький			1. Гостівська сільська рада 2. Кутищенська сільська рада 3. Олешівська сільська рада 4. Тлумацька міська рада 5. Обертинська селищна рада	1. Будзинська сільська рада 2. Долинська сільська рада 3. Ісаківська сільська рада 4. Петрилівська сільська рада
KHERSONSKA OBLAST					
1	Високопільський	6	19.08.2008	так	
2	Білозерський	9	20.08.2008	так	
3	Великоолександрівський	9	27.08.2008*		
4	Новотроїцький	7	27.08.2008*		
5	Великопетирський	7	28.08.2008*		
6	Горностаївська	7	28.08.2008*		
7	Скадовський	9	29.08.2008*		
8	Голопристанський	7	29.08.2008*		
LVIVSKA OBLAST					
1	Буський	11	29,07	Заводська, Чанизька, Гумницька, Побужанська, Кутівська	Новосілівська, Милятинська
2	Жидачавський	12	08,08	Журавнівська, Грусятицька, Гніздичівська, Рудянська, Зарічанська	Новострілицанська, Зарічненська
3	Перемишлянський	8	08,08	Короснянська, Лагодівська, Подусільнянська, Дусанівська, Романівська	Добрянська, Осталовецька.
4	Турківський	15	08,08	Вовченська, Верхньоаблунська, Завадівська, Лімнянська, Турківська	Розлуцька, Боринська
5	Старосамбірський	17	08,08	Головецька, Торчиновицька, Хирівська, Добромільська, Грушатицька	Великолінинська, Скелівська
6	Самбірський	28	08,08	Блажівська, Воле-Баранецька, Гординянська, Корналовицька, Калинівська	Лукавська, Містковицька
7	Мостиський	13	29,07	Арламівськоволянська, Годинівська, Поповицька, Мишлятицька, Тщенецька	Маломокрянівська, Раденицька

№	Name of Rayon	No applications	Date of Selection meeting	VC/CC Selected	Reserve List
8	Яворівський	12	29,07	Домажирська, Чернильська, Краковецька, Прилбичівська, Старичівська	Лозинська, Свидницька
LUHANSKA OBLAST					
1	Біловодський	8	09.07.2008	Євсузька, Плугатарська, Новолимарівська, Кононівська, Біловодська	Семикозівська, Новолександрівська, Литвинівська
2	Старобільський	12	09.07.2008	Калмиківська, Вишнівська, Бутівська, Половинкінська, Шульгинська	Чмирівська, Нижньопокровська, Титарівська, Садківська, Байдівська, Караяшницька, Шпотинська
3	Станично-Луганський	7	09.07.2008	Широківська, Красноталівська, Ольховська, Петрівська, Миколаївська	Ст.Луганська, Теплівська
4	Антрацитівський	8	10.07.2008	Єсаулівська, Кошарська, Бобриківська, Ребриківська, Нижненагольчанська	Маломиколаївська, Краснолуцька, Рафаїлівська
5	Кремінський	8	10.07.2008	Невська, Спіфанівська, Новокраснянська, Бараниківська, Варварівська	Новоастрханська, Голубівська, Борovenська
6	Сватівський	10	10.07.2008	Райгородська, Мілуватська, Куземівська, Рудівська, Містківська	Коломичівська, Маньківська, Ковалівська, Оборотнівська, Гончарівська
7	Білокуракинська	12	11.07.2008	Просторівська, Червоноармійська, Олександропільська, Курячівська, Нещеретівська	Лизинська, Білокуракинська, Бунчуківська, Демянська, Шарівська, Лозно- Олександрівська, Тимошинська
8	Попаснянський	6	11.07.2008	Калинівська, Малорязанцівська, Мирнодолинська, Вовчарівська, Комишуватська,	Врубівська
POLTAVSKA OBLAST					
1	Пирятинський	9	08.08.08.	Малютинська Давидівська Сасинівська Великокручанська Новомартиновицька	Каплинцівська Харківецька
2	Чорнухинський			Чорнухинська селищна	Гільцівська
				Харсіцька	Кізілівська
				Мокиївська	
				Луговиківська	
			Богодарівська		
3	Лохвицький	10	08.08.08.	Бодаквянська	Безсалівська
				Луценківська	Вирішальненська
				Лучанська	
				Свирідівська	
			Харківецька		

№	Name of Rayon	No applications	Date of Selection meeting	VC/CC Selected	Reserve List				
4	Семенівський	9	12.08.08.	Степанівська	Семенівська селищна				
				Пузирівська	Горошинська				
				Устимівська					
				Оболонська					
5	Оржицький	13	12.08.08.	Заїчинська					
				Яблунівська	Староіржавецька				
				Денисівська	Савинська				
				Оржицька селищна					
6	Решетилівський	14	13.08.08.	Чутівська					
				Куйбишевська					
				Решетилівська селищна	М'якеньківська				
				Демидівська	Піщанська				
7	Козельщинський	12	13.08.08.	Жовтнева					
				Лиманська Друга					
				Сухорабівська					
				Говтвянська	Оленівська				
8	Котелевський	9	13.08.08.	Козельщинська селищна	Пісківська				
				Лутовинівська					
				Новогалещинська селищна					
				Пашківська					
8	Котелевський	9	13.08.08.	Більська	Малорублівська				
				Деревківська	Микілівська				
				Великорублівська					
				Милорадівська					
8	Котелевський	9	13.08.08.	Ковалевська					
				SUMSKA OBLAST					
				1	Буринський	8	19.08.2008	Успенська	Пісківська
								Гвинтівська	Чернечослобідська
Хустянська	Жуківська								
Воскресенська									
2	Краснопільський	16	19.08.2008	Степанівська					
				Чернечанська	Хмелівська				
				Славгородська	Сіннівська				
				Покровська	Самотоївська				
3	Липоводолінський	8	19.08.2008	Ряснянська					
				Мезенівська					
				Байрацька	Беївська				
				Колядинецька	Семенівська				
4	Охитирський	11	19.08.2008	Лучанська	Синівська				
				Яснопільщанська					
				Липоводолінська селищна					
				Олешнянська	Рибальська				
5	Тростянецький	16	19.08.2008	Бакирівська	Довжицька				
				Грунська					
				В'язівська					
				Чернеччинська					
5	Тростянецький	16	19.08.2008	Жигайлівська,	Мартинівська				
				Печинська	Криничанська				
				Білківська	Ніцахська				
				Кам'янська					
6	Середино-Будський	18	19.08.2008	Буймерська					
				Середино-Будська селищна	Голубівська				
				Зноб-Новгородська селищна	Чернацька				
				Жихівська	Крединівська				
6	Середино-Будський	18	19.08.2008	Очкинська					
				Рожковицька					

№	Name of Rayon	No applications	Date of Selection meeting	VC/CC Selected	Reserve List
7	Ямпільський	11	19.08.2008	Свеська селищна	Княжицька
				Воздвиженська	Антонівська
				Білицька	Чуйківська
				Усоцька	
				Шатрищенська	
TERNOPILSKA OBLAST					
1	Теребовлянський		24.07.2008	1. Зарваницька сільська рада 2. Буданівська сільська рада 3. Великоговилівська сільська рада 4. Хмелівська сільська рада 5. Заздрівська сільська рада	1. Різдв'янська сільська рада 2. Ілавченська сільська рада 3. Лошнівська сільська рада
2	Лановецький		24.07.2008	1. Бережанська сільська рада; 2. Якимівська сільська рада; 3. Краснолуцька сільська рада; 4. Вишгородська сільська рада; 5. Юськовецька сільська рада	1. Буглівська сільська рада; 2. Загірцівська сільська рада; 3. Снігурівська сільська рада; 4. Верещаківська сільська рада.
3	Бережанський		24.07.2008	1. Біщівська сільська рада; 2. Вербівська сільська рада; 3. Куропатницька сільська рада; 4. Курянівська сільська рада; 5. Підвилицька сільська рада.	1. Посухівська сільська рада; 2. Рогачинська сільська рада; 3. Потуторська сільська рада.
4	Монастирський		24.07.2008	1. Горішньослобідська сільська рада 2. Коропецька селищна рада 3. Олешівська сільська рада 4. Вербківська сільська рада 5. Задарівська сільська рада	1. Висоцька сільська рада 2. Ковалівська сільська рада 3. Монастирська міська рада 4. Швейківська сільська рада
VINNYTSKA OBLAST					
1	<i>Хмільницький район</i>	12	01.08.2008	Голодківська сільська рада	Маркушівська сільська рада
				Жданівська сільська рада	Рибчинська сільська рада
				Сальницька сільська рада	
				Терешпільська сільська рада	
				Широкогребельська сільська рада	
2	<i>Тростянецький район</i>	18	01.08.2008	Будянська сільська рада	Савинецька сільська рада
				Ілляшівська сільська рада	Тростянчицька сільська рада
				Тростянецька селищна рада	
				Цибулівська сільська рада	
				Ободівська сільська рада	
3	<i>Тиврівський район</i>	13	01.08.2008	Сутисківська сільська рада	Шендерівська сільська рада
				Строїнецька сільська рада	Черемошненська сільська рада
				Тиврівська селищна рада	
				Іванковецька сільська рада	
				Рахнопільська сільська рада	
4	<i>Теплицький район</i>	26	01.08.2008	Кивачівська сільська рада	Завадівська сільська рада
				Пологівська сільська рада	Маломочульська сільська рада
				Соболівська сільська рада	
				Степанівська сільська рада	
				Теплицька селищна рада	
5	<i>Оратівський район</i>	28	01.08.2008	Оратівська селищна рада	Кошланівська сільська рада
				Оратівська сільська рада	Очитківська сільська рада
				Осичнянська сільська рада	
				Скоморошківська сільська рада	
				Якимівська сільська рада	

№	Name of Rayon	No applications	Date of Selection meeting	VC/CC Selected	Reserve List
6	<i>Мурованокуриловецький район</i>	25	01.08.2008	Обухівська сільська рада	Мурованокуриловецька селищна рада
				Надністрянська сільська рада	Снітківська сільська рада
				Котюжанівська сільська рада	
				Михайловецька сільська рада	
				Лучинецька сільська рада	
7	<i>Жмеринський район</i>	17	01.08.2008	Браїлівська селищна рада	Біликівецька сільська рада
				Демидівська сільська рада	Мовчанська сільська рада
				Жуковецька сільська рада	
				Северинівська сільська рада	
				Станіславчицька сільська рада	
8	<i>Бершадський район</i>	11	01.08.2008	Флоринську	Війтівську
				Мякохідську	Пятківську
				Бирлівську	
				Сумівську	
				Михайлівську	

Annex – 9.
OIU/OSA Staff Training – Overview of Training Course

SN	Content
1	Social Mobilization and Community Based Approach: Global Experience
2	EU and UN System in Ukraine and UNDP
3	UNDP Experience on area based development approach through CRDP, CIDP, MGSPD
4	Project area and partnership
5	Developing Community Organization
6	Participatory planning and coordination
7	Implementing community plans
8	Legal Forms for Community Organization (CO) in Local Development
9	UNDP Finance and Admin Procedure
10	EU/UNDP Visibility, Monitoring and Reporting System
11	Post-project completion activities
12	Study tour to CRDP and MGSDP project sites
13	Learning from Rivne OSA and OIU
14	Development of Work Plans for OIUs

Annex – 10A
Opinion of Training Participants

Working Group	Opinion
CO-Development	<p>Although different projects of UNDP (CIDP, CRDP, MGSDP) had different form of community organizations but they all were based on the same principle; Holding dialogue with the community was key tool to bring them together, although theme of dialogue differed from project to project; Characteristics of the CO-leadership mattered a lot in effectiveness of the community approach. Such leaders do exist in the communities. Challenge is to find them through the people as community mobilisers is not supposed to pick them up based on his/her own judgment; Mutual trust, transparency, training of active people and participation of common members in community activities were indispensable; COs must be registered in one of the available legal forms, each of which has its own merit and demerit. The challenge is to train people and convince local officials to choose the most appropriate form; Regular contribution by the CO-members for financial health of the CO is essential but challenge is that most of the people living in villages are often retired/old people or young people. Both group have low income and limited capacity to contribute physically; In total, there is no doubt about effectiveness of CO in local development</p>
Planning	<p>We saw how the participatory planning works in practice in all the UNDP projects visited. We learned that result-oriented planning is more effective, whereby priority is done by consensus and benefit is ensured for all of them; Matter of inventory transfer and sustainability should be decided at the outset; Lack of information, authoritative attitude of some officials, vested political interest of some local leaders, tactical planning by a few influential people, non-professional approach in document preparation might be challenge.</p>
Project Implementation	<p>Resource mobilization part in all the UNDP-projects was highly impressive. We do not have any doubt about it. However, channeling resource from multiple sources make it difficult to reconcile at the time of need Local skills could be relied upon for implementing and maintaining the systems but only for simple and small projects. It becomes difficult, however, when professional work is needed for project preparation and documentation. One has to look into outsourcing. Inflation is found to be a big challenge Getting permission from authorities for maintenance of the system is difficult unless the CO has proper legal form and unless the CO is capable to do so</p>
Human Resource Development	<p>It was very impressive to see that the visited projects were able to build so much of human resources in the Ukrainian society by using standard training methodology and various tools of knowledge transfer; Training must be provided before, during and after events – may it be CO-formation or planning or project implementation; Following issues must be considered for effectiveness in HRD: Trainer must be well-trained Module must be developed Practitioner cum trainer must be used as resource person – from CO, local authorities and staffs Trainers from outside the Project must be brought only when needed</p>

Annex – 10B
Opinion of Training Participants

SN	Question	Unit	No. of responses against possible choices				
			1	2	3	4	5
1	How satisfied you are with the training?	No.	0	1	32	14	0
		%	0.00	0.02	0.68	0.30	0.00
2	How interesting and relevant was the training?	No.	0	1	7	39	0
		%	0.00	0.02	0.15	0.83	0.00
3	Estimate the length of training	No.	10	26	3	8	0
		%	0.21	0.55	0.06	0.17	0.00
4	Estimate the level of trainer	No.	0	0	2	11	34
		%	0.00	0.00	0.04	0.23	0.72
5	Estimate the quality of handouts	No.	0	0	6	24	17
		%	0.00	0.00	0.13	0.51	0.36
6	Estimate the training techniques and methods	No.	0	1	2	18	26
		%	0.00	0.02	0.04	0.38	0.55
7	How did the training help deepen understanding of the topic?	No.	0	0	1	15	31
		%	0.00	0.00	0.02	0.32	0.66

Annex – 11
List of Oblast Officials in Exchange Visit

SN	Oblast	Participating Official	Designation
1	Luhansk OSA	Atyushkin Yuriy Anatoliyovych	Head of the European Integration department of the Main economy department
2	Donetsk OC	Mashtakova Olga Mykhaylivna	Specialist of department of the methodical works and administrative-territorial system
3	Chernihiv OSA,	Danilova Tetyana	Head of Region Development Department
4	Chernihiv OC	Kravchenko Sergey Petrovich	Main specialist of the analytical department
5	Sumska OSA	Olena Victorivna Lysenko	Main Specialist, Department of Economics
6	Kherson OSA	Samsonenko Lyudmyla Afanasievna	Head of the department of international realtions and international activities
7	Kyivska oblast	Korotkova Iryna Pavlivna	Head of the economy department of the Rzhyschiv city council
8	Poltavska OSA	Dolzhenko Mariya Viltalievna	Main specialist of the department of international connections and international activities
9	Mykolayvska OSA	Murahovskaya Lyudmyla Petrivna	Head of the enterprises development and regulatory policy department

Annex – 12.
Details on Media Events (January – August, 2008)

Event	Q-1			Q-2			Q-3		
	No. of events	No of participants	No of Media	No. of events	No of participants	No of Media	No. of events	No of participants	No of Media
Regional Seminars	14	1000	100	8	494	40	2	65	6
Press Conference	0	0	0	6	58	58	10	134	134
Rayon Seminars (as media events)	0	0	0	34	930	49	138	5502	212
TOTAL	14	1000	100	48	1482	147	150	5701	352

Annex – 13A
Details of Media Coverage

SN	Region/Agency	Coverage in 2008			Cum. Since 2008
		Q1	Q2	Q3	
1	ARC	0	7	6	13
2	Cherkaska	0	0	0	0
3	Chernihivska	0	6	16	22
4	Chernivetska	11	0	0	11
5	Dnepropetrovska	0	0	1	1
6	Donetska	2	0	0	2
7	I-Frankivska	7	8	14	29
8	Kharviska	1	0	0	1
9	Khersonska	0	5	7	12
10	Khmelnyska	8	0	9	17
11	Kirovohradska	1	0	12	13
12	Kyivska	0	12	0	12
13	Luhansk	2	8	4	14
14	Lvivska	8	0	12	20
15	Mykolaivska	1	0	0	1
13	Odeska	6	0	6	12
17	Poltavska	7	0	11	18
18	Rivnenska	6	31	37	74
19	Sumska	4	6	3	13
20	Ternopilaska	4	0	40	44
21	Vinnytska	3	0	0	3
22	Volynska	0	0	3	3
23	Zakarpatska	3	2	9	14
24	Zaporizka	2	0	8	10
25	Zhytomyrska	4	8	5	17
26	Others	0	0	0	0
a	UNDP	0	1	0	1
b	EU/EC	0	4	0	4
	Total	80	98	203	381

Annex - 13B

Table - X: Various Form of Media Used in Informaiton Dissemination

SN	Media	Activities in 2008 by Quarter			Cum. Since 2007
		Q1	Q2	Total	
1	Newspaper	n/a	31	88	119
2	Radio	n/a	9	40	49
3	Television	n/a	13	32	45
4	Websites	80	45	43	168
	Total	80	98	203	381

Annex - 14

Status of Production and Distribution of Visibility Tools for CBA

Tool	Recipient	Quantity	Status
Set of big flags (EU, UN, Ukraine)	OIUs	26	Produced, distributed
Flags (small): with iron & plastic flagstuffs	OIUs and rayon administrations	30 sets/ 120 sets	Produced, distributed
Flagstuffs for big flags (EU, UN, Ukraine)	OIUs	25	In process of procurement (locally)
Office signboards	OIUs and PMU	26	Produced, distributed
Banners (horizontal)	OIUs	26	Produced, distributed
Banners (vertical)	OIUs	26	Produced, distributed
Info Stands	PMU, OIUs	16*	Produced, distribution is ongoing
Info Boards	PMU & OIUs	2x26 = 52	To be ordered (locally)
Posters	PMU, OIUs	500	Produced, distributed
CDs with Documents of CBA Launching Conference	PMU, OIUs	500	Produced, distributed
DVD with film "One Step Ahead: How the Ukrainian Communities Are Helping Themselves"	PMU, OIUs	100	Produced, distributed
Letterheads for the use of OIU	OIU	10,000	Produced, distributed
Newsletter blanks	OIU	20,000	In process of procurement
Printed visibility tools (folder, notepad, pen) ntical to those of Launching Conference:	PMU & OIUs	10,000	In process of procurement

* - more sets are to be ordered

Annex – 15

Staff Recruited for CBA – PMU

SN	Designation
1	International Project Manager
2	Administration/Finance Manager
3	Community Development Specialists (2)
4	Communications Specialist
5	Civil Engineers (2)
6	Finance Assistants (2)
7	Administration Assistant
8	IT Specialist
9	Driver

Annex - 16
Status of Establishment of OIU

SN	Oblast	No of CDAs	Address of premises for OIU/RC*	Driver recruited	Furniture procured	Equipment procured	Tel.	Internet*
1	ARC	1	1 Plotynna st, 4 th floor, Symferopil	+	+	+	+	+
2	Cherkaska	2	-	-	-	-	-	-
3	Chernihivska	2	14, Prospekt Myru office 102, Chernihiv 14000	+	+	+	+	+
4	Chernivetska	2	2 Lomonosova, office 2, Chernivtsi 58000	+	+	+	+	+
5	Dnepropetrovska	2	-	+	-	-	-	-
6	Donetska	1	-	-	-	-	-	-
7	I-Frankivska	2	-	+	+	+	-	-
8	Kharviska	2	-	-	-	-	-	-
9	Khersonska	2	-	+	-	+	-	-
10	Khmelnitska	2	-	+	+	+	+	+
11	Kirovohradka	2	2 Preobrazhenksa str., office 1, 6 th floor, Kirovohrad 25006	+	-	+	+	+
12	Kyivska	1	28\2 Hrushevskoho str, office 30, Kyiv 01024	+	+	+	+	+
13	Luhansk	2	3-A Heroiv VVV str., office 112, Luhansk 91000	+	+	+	+	+
14	Lvivska	2	4 Tyktora str., Lviv 79000.	+	-	+	-	+
15	Mykolaivska	2	-	+	-	-	-	-
13	Odeska	2	-	+	-	+	-	-
17	Poltavska	2	45 Zhovtneva str., office 104, Poltava 36001	+	+	+	-	-
18	Rivnenska	2	1 Slovatskoho st, office 127, Rivne 33000,	+	+	+	+	+
19	Sumska	2	2 Maidan Nezalezhnosti, Sumy	+	+	+	-	-
20	Ternopilka	2	8 Hrushevskoho, office 839, Ternopil 46021	+	+	+	+	+
21	Vinnytska	2	72 Soborna str., offices 312-313, Vinnytsia 21050	+	+	+	+	+
22	Volynska	1	9 Kyivskiy Maidan, office 832, Lutsk 43027	+	-	+	+	-
23	Zakarpatska	2	-	+	-	+	-	-
24	Zaporizka	2	Peremohy 129-A, office 102, Zaporizhia	+	+	+	+	+
25	Zhytomyrska	2	1 Koroliova sq., office 49 (Temporary premises)	+	+	+	-	+

* To be provided by OSA/OC from their own resources

+ means 'Yes',

- means 'No'

Annex – 17

Details of Resource Commitment from Rayon Authorities

SN	Oblast	No.	Rayon	Amount
1	Chernihivska	1	Koriukivskyi	250
		2	Kulykivskyi	237.5
2	Ivano Frankivska	1	Halytskyi	250
		2	Rohatynskyi	200
		3	Rozhniativskyi	250
3	Luhanska	1	Stanychno-Luhanskyi	250
		2	Svativskyi	250
		3	Kreminskyi	250
		4	Anratsytivskyi	250
		5	Bilokurakynskyi	250
		6	Starobilsky	250
		7	Bilovodskyi	250
		8	Popasnianskyi	250
4	Rivnenska	1	Zarichnenskyi	250
		2	Dubrovytskyi	250
		3	Rokytnivskyi	250
		4	Sarnenskyi	250
		5	Koretskyi	200
		6	Hoshchanskyi	300

SN	Oblast	No.	Rayon	Amount
		7	Mlynivskyi	443
		8	Radyvylivskyi	628.9
5	Sumska	1	Seredyno-Budskyi	250
		2	Yampilskyi	400
		3	Burynskyi	250
		4	Lypovodolynskyi	250
		5	Trostianetskyi	250
		6	Okhtyrskyi	250
		7	Velykopysarivskyi	250
		8	Krasnopilskyi	250
6	Zhytomyrska	1	Andrushivskyi	250
		2	Korostyshivskyi	250
		3	Cherniakhivskyi	250
		4	Chervonoarmiyskyi	250
		5	Chudnivskyi	250
		6	Liubarskyi	175
		7	Olevskyi	250
		8	Luhynskyi	250
			TOTAL	9834.4

Annex – 18

EU- Evaluation Mission – Recommendations and Actions

SN	Suggestions of Evaluation Mission	Action Taken/to be Taken by CBA
1	Logical Framework of the Project should be improved	The logical framework has been revised and reviewed
2	The project internal monitoring has to be appropriate to monitor also the wider impact	The proposed monitoring system is being developed with the suggestion incorporated
3	Risk issue must be properly addressed in the CBA-Manual	Suggestion has been implemented.
4	Since the Action start on 04/09/07, UNDP did not propose any essential design adaptation(s)/modifications to date	Revision in the Project activity/budget for 2008 has been made twice. EC Delegation Office has been informed about the delay in/catching up of the planned activities.
5	The planned sub-projects will have to end by a certain deadline in 2010. Otherwise, CBA-project will need a time extension and possibly an increase in budget for management and support services. The deadlines are defined for initiation and completion of community sub-projects	Deadlines have been defined as follows: September 2009 – design of community projects completed (no additional projects after this deadline) December 2009 – approval of community projects completed (no additional projects after this date) December 2010 – implementation of community project completed (no implementation after this date) February 2011 – hand-over of community projects completed
6	Only a few interim milestones/ outputs have been achieved to date, with delays of some months. Further delays might be expected due to external risks beyond direct control of UNDP	Effort is underway to catch up the delay and achieve milestones as planned
7	There is the risk that the proposed multilevel system for selecting eligible pilot districts, community organisations and their initiatives with competition between sub-projects may be considered by some communities as too complex and long, discouraging them from further actions	CBA team plans to minimise the time lag (and thus risk of losing the momentum of the communities) by overlapping the events (e.g. seminars on CBA, application deadlines, signing of partnership agreements etc.) in a way to reach the target in shortest possible time
8	EC Delegation is properly informed by UNDP on the project implementation and important decisions/steps	Suggestion is being practiced by periodical reporting, ad hoc reporting, review meetings etc. as per understanding with the CBA-manager of the EC-DO.
9	Comprehensive monitoring of activities should be in force including on-line information management system	Comprehensive monitoring system has been devised and is in the process of establishment in field and on website
10	Efforts should be focused on institutionalisation of participatory decision making mechanisms and successful implementation of community initiatives	The field staffs have been trained with due focus on this suggestion. CBA Manual has given adequate coverage on this subject.

Annex – 19

CBA Review Meeting: Suggestions and Actions

SN	Suggestions	Action Taken/to be Taken by CBA
1	Project registration ought to be completed	Task has been completed
2	Project Steering Committee meeting should be held by September or early October	Task is in process
3	Possibility should be explored to add support to the flood affected area from long term rehabilitation perspective	Relevant information is being collected. Appropriate proposal will be prepared by the Project team
4	Effort should be made to attract additional resources for CBA	Proposal has been prepared for Czech Republic Trust Fund. Proposal for other donors is being considered
5	Human resource strategy must be developed to attract and retain competent staffs	The strategy paper has been developed and submitted for review
6	Proposal is to be made to increase salary level in light of inflation and current labour market	Necessary budgeting will be done during planning for 2009
7	Production of visibility tools should be carried out to meet the minimum demand through intra-budget adjustment	Task has been carried out
8	CBA web portal should be accomplished as soon as possible	The task has been accomplished to great extent
9	To increase transparency, list of selected rayon should be displayed on the CBA website	Suggestion has been put into practice
10	To meet the pressing need for additional human resource, it is suggested to add a 'monitoring assistant' to the PMU. Also, to match the local need, provision for 'finance and procurement assistant' should be reduced to 5 from 6.	The suggestion is in the process of implementation. The task will be accomplished with budgeting for 2009