

**United Nations Development Programme – INDIA
CPAP 2013-17**

Annual Work Plan 2016

Project Title: Increasing Access to Justice for Marginalised People
Implementing Partner: Department of Justice, Ministry of Law and Justice, Government of India
UNDPSP Outcome(s): Countries have strengthened institutions to progressively deliver universal access to basic services
UNDP SP Output (s): National institutions, systems, laws and policies strengthened for equitable, accountable and effective delivery of HIV and related services
UNDP SP Indicators: Number of proposals for legal reform to fight discrimination that are being developed; Total number of people with access to legal aid services
UNDAF Outcome(s): Governance systems are more inclusive, accountable, decentralized and programme implementation more effective for realisation of rights of marginalized groups, especially women and children.

Brief Description

- A. State the specific development challenge or gap that this AWP is addressing.**
 Limited access to affordable justice and free legal aid owing to lack of awareness of rights and entitlements of marginalized people as well as the lack of ability of service providers to deliver speedy, affordable and quality justice.
- B. Select one or more of the below strategies for addressing the above mentioned challenge/gap and describe in the context of this AWP:**
- Changes in attitudes and access to decision making through awareness raising, brokering, convening.
 - Changes in policies, plans, budgets and legislation through support to national assessment, planning, budgeting, policy making.
 - Changes in the lives of individuals and communities through implementation for inclusive development
- C. List the possible improvements in the capacities of institutions, individuals and systems that will occur as a result of this AWP.**
- Increased generation of legal awareness and strengthening justice delivery linkages through CSO's initiatives/innovations and law and policy research on issues pertaining to women.
 - Increased capacity of Law Institutions, Law Faculties & Law Students to assist marginalized people.
 - Supporting National Mission on Justice Delivery and Legal Reforms for policy and legislative changes and efficiency in justice delivery.
 - Convergence with other departments/ministries to incorporate legal awareness into their agendas.
- D. List the gender issues in this AWP and specific ways in which they will be addressed.**
 Women face many barriers in accessing justice including lack of awareness, and family and societal norms that prevent them from asserting and demanding their rights. All activities under the project will be designed and implemented, keeping needs of women in mind. There will be a focus on women related laws, and gender sensitization of intermediaries and duty bearers. Youth, students, and paralegals will be roped in to make women aware and empower them. ICT will also be used towards this end.

Programme Period: 2013-2017
 Key Result Area (Strategic Plan): _____
 Award ID: 00074682
 Project ID: **00086969**
 Project Start date: January 2013
 Project End Date: December 2017
 PAC Meeting Date: May 17, 2013
 Management Arrangements: *see Section V below*
 Implementation Modality: NIM

2016 AWP budget: USD 663,822*
 - Core: \$ USD 663,822
 - **Non-core: \$ Nil

**Please specify donors and contribution.

*subject to availability of funds

Total Project Budget	Exp 2013	Exp 2014	Exp 2015	Budget 2016	Budget 2017
3,500,000	593,578	914,812	718,382*	663,822#	-

*provisional figure, subject to change upon closing of 2015 accounts in Q1 2016.#Budget for 2016 as per UN exchange rate of Dec.2015, INR 66.76=1\$

Agreed by (Implementing Partner)

Agreed by UNDP

I. ANNUAL WORK PLAN

Year: 2016

EXPECTED OUTPUTS <i>And baseline, associated indicators and annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				PLANNED BUDGET				RESPONSIBLE PARTY
		Q1	Q2	Q3	Q4	Funding Source	Budget Description	Amount in INR	Amount in USD	
Output 1 LSAs provided with trained panel lawyers and paralegal volunteers and an integrated model of delivery of legal aid for improved services	Completed all activities for Output 1	-	-	-	-	-	-	-	-	-

<p>Output 2: National Mission on Justice Delivery and Legal Reforms provided technical assistance for making policy recommendation to the judiciary on pendency reduction</p> <p>Baseline:There is high pendency in courts which amounts to more than 27million cases in 2015</p> <p>Indicator:National Mission on Justice Delivery has the requisite technical and implementation capacity to reduce pendency in courts.</p> <p>Target:Support National Mission on Justice Delivery and Legal Reforms for policy and legislative changes and efficiency in justice delivery.</p>	<p>2.1 The JDLR Team provides technical support to the National Mission for Justice Delivery and Legal Reforms. The Mission has an Advisory Council to formulate and guide its activities based on an action plan which has the following five components:</p> <ol style="list-style-type: none"> 1. Policy and legislative changes 2. Re-engineering procedures & Alternative methods of dispute resolution 3. Focus on human resource development 4. Leveraging ICT for better justice delivery <p>In 2016, the emphasis of the JDLR team will be on assisting the Mission to undertake a comprehensive evaluation of the work undertaken during the last 5 years and in preparing a blueprint for the future course of action.</p> <p>In addition, the JDLR Team shall also assist the Mission in preparing notes, research papers on issues relating to judicial reforms.</p> <p>The team will also supervise the projects received/undertaken in the scheme of action research of judicial reform.</p>	✓	✓	✓	✓	UNDP	Remuneration of technical staff (72125)	7,390,838	110,708	DoJ
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<p>Output 3: Legal literacy content mainstreamed and disseminated through Sakshar Bharat, SIRDs information kiosks and law schools</p> <p>Baseline:0</p> <p>Indicator:Mainstreaming legal literacy through various government schemes and Programs</p> <p>Target: Legal literacy content mainstreamed and disseminated through Sakshar Bharat in 62 districts of Uttar Pradesh and 32 districts of Rajasthan.</p> <p>686 panchayats of Barabanki district, UP and 55 panchayats of Sehore district of MP provided with legal literacy materials</p> <p>Legal Literacy mainstreamed in</p>	<p>3.1. Activity Result:Disseminated legal literacy through State Institute of Rural Development (SIRD), Uttar Pradesh in ten blocks (686 panchayats) of one of the most backward districts of Barabanki.</p> <p>3.1.1 Action:Dissemination of legal literacy material prepared on various laws and government schemes, in ten blocks (686 panchayats) of Barabanki District through one State Level Workshop, one district level workshop.</p> <p>3.1.2 Action:IEC campaign at Nayay Panchayats and village level in two blocks.</p>	✓	✓	✓	✓	UNDP	Legal Awareness (72125)	3,736,161	55,964	DoJ
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<p>500 Common Service Centres across seven districts of Rajasthan reaching a target population of 50,000 persons.</p> <p>20,000 persons provided with justice services through justice hubs in three districts of Jharkhand.</p>	<p>3.2 Activity Result: Devised innovative approaches and cost effective models for sensitising marginalised communities on legal rights and entitlements in 55 panchayats of five blocks of Sehore district in Madhya Pradesh. (Project Period: September 2014-September 2016)</p> <p>3.2.1 Action:Legal awareness campaign in 119 villages of 55panchayats (5 blocks) of Serohe district of Madhya Pradesh by means of Jan samwad (quarterly), street plays, puppet shows in villages, flash mob on twelve different social welfare legislations and government schemes.</p> <p>3.2.2 Action: Conduct training of NagrikAdhikarSamitis (voluntary groups formed under the Project) in each of the 119 Panchayats</p>					<p>UNDP</p>	<p>Grants for CSOs (72600)</p>	<p>4,453,550</p> <p><i>(Total for all the three activity results- 3.2, 3.3 and 3.4)</i></p>	<p>66,710</p> <p><i>(Total for all the three activity results 3.2, 3.3 and 3.4)</i></p>	<p>DoJ</p>
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		✓	✓	✓	-	UNDP	Grants for CSOs (72600)			DoJ
	<p>3.3 Activity Result:Enabled access to legal aid and entitlements by a strengthened decentralised and inclusive justice and government entitlements delivery system in Palamu division of Jharkhand.</p> <p>3.3.1 Action:Piloting innovative ICT justice services through 10 digital justice hubs and Common Service Centres to 20000 beneficiaries from three districts of Palamu, Latehar and Garwah.</p>	✓	-	-	-	UNDP	Grants for CSOs (72600)			DoJ
	<p>3.4 Activity Result: Enabled access to Forest Rights and entitlements under Forest Rights Act, 2006 to the marginalised forest dwellers in three blocks of Kalahandi district, Odisha.</p> <p>3.4.1 Action:People’s Biodiversity Registers for 7 Gram Panchayats of Kalahandi Districts prepared and submitted to State Biodiversity Board, Odisha for approval.</p> <p>3.4.2 Action: Demarcation of Community Forest Resource under FRA for 18 villages in Junagarh Tehsil of Kalahandi District.</p> <p>3.4.3 Action: 100 forest rights claims decided by Forest Rights Committee.</p> <p>3.4.4 Action: One Training session of members of 10 Forest Rights Committees on the process of filing claims under Forest Rights Act</p>	✓	-	-	-	UNDP	Grants for CSOs (72600)			DoJ

<p>3.5. Activity Result:</p> <ul style="list-style-type: none"> Sensitised marginalised communities about rights and entitlements through three law school based legal aid clinics in Odisha and five campus based and village legal aid clinics in Maharashtra Enabling access to justice by facilitation of legal aid for 100 cases of the marginalised community through the services of legal aid clinics. <p>3.5.1 Action: Organised 10 legal literacy camps</p> <p>3.5.2 Action Legal Aid/ Counselling provided for 100 cases of marginalised community at the legal aid clinics of TISS and NLUO</p>	✓	✓	✓	✓	UNDP	Running legal aid clinics (72600)	6,808,313	101,982	DoJ
<p>3.6. Activity Result: Capacity building of Resource Persons and Preraks on various social laws and schemes of the Government in Uttar Pradesh</p> <p>3.6.1 Action: Supporting State Resource Centre, Lucknow, U.P. in providing legal literacy training to their 134 Resource Persons and 300 <i>Preraks</i>.</p>	✓	✓	✓	✓	UNDP	Legal Literacy training (72125)	3,480,000	52,127	DoJ
<p>3.7. Activity Result: Mainstreaming legal literacy through 500 common service centres in seven districts of Rajasthan</p> <p>3.7.1 Action: Developed IEC material for select 500 Village Level Entrepreneurs and marginalised communities.</p> <p>3.7.2: Action: Master Training of Village Level Entrepreneurs (VLEs)</p> <p>3.7.3 Action: One Legal Literacy workshop for target community by the VLEs</p>	✓	✓	✓	✓	UNDP	Mainstreaming legal literacy (72125)	4,500,000	67,406	DoJ

TOTAL		-	30,368,862	454,896	
	Communication (<i>only in case of non-core</i>)(up to 1%)	nil	nil	nil	-
	LEP Project staff salaries (71405)	9,531,069	142,766		
	Project Management Expenses (50% 71600 & 50% 74515)	2,000,000	29,958		
	Solex	306,428	4,590		
	DPC 5% (64300 & 74500)	2,110,417	31,612		
	AWP Grand Total in USD	44,316,777	663,822		

II. Monitoring and Evaluation

A. Framework

(Include all monitoring and evaluation activities/events)

Project ID: 0074682

Project Title: Increasing Access to Justice for Marginalised People

Expected Results (Outcomes & Outputs)	Indicators	Base line	Targets	Data Collection Plan				
				Source/Method of Collection	Schedule/Frequency	Responsible Staff	Resources (\$)	Risks and Assumptions
Obtained from the CPAP and project Results Frameworks)	Obtained from the CPAP and project Results Frameworks)	At the project start date	At the project end date	Specific publication, evaluation, survey, field observation, interviews, etc	Monthly, quarterly, annually, etc	Staff member responsible for collecting and reporting data	Estimated cost of collecting and reporting data	Any risks or assumptions concerning data collection / Means of Verification
CPAP Outcome: Governance systems are more inclusive, accountable, decentralised, and program implementation more effective for realisation of rights of marginalised groups, especially women and children.	-	-	-	-	-	-	-	-
CPAP Output: Access to Justice and entitlements under government programmes is enhanced for marginalised groups								
Project Output 2: National Mission on Justice Delivery and Legal Reforms provided technical assistance for	The National Mission on Justice Delivery has the requisite technical and implementation capacity to reduce	Nil. Not envisaged at the inception of the project, as this component included does not directly impact the marginalised communities. It is designed to provide technical assistance to the National Mission on Justice Delivery and Legal Reforms and the direct impact of the contribution of this component of the A2J project						

making policy recommendation to the judiciary on pendency reduction	pendency in courts.	would be on streamlining the judicial process, reducing pendency and judicial reforms which of course will indirectly impact the marginalised community among others. However this impact cannot be measured. Hence baseline and end line survey was not planned at the beginning.						
Project Output 3: Legal literacy content mainstreamed and disseminated through Sakshar Bharat, SIRDs information kiosks and law schools	Mainstream legal literacy through various government schemes	0	Mainstreamed legal literacy through 10 Common Service centres and justice delivery hubs in 190 panchayats of three districts of Jharkhand-Latehar, Palamu and Garwah.	Specific publication, evaluation, survey, field observation, interviews, etc	Quarterly	AID India team	-	Subjective biases of the target group while filling up the questionnaire and participating in focussed group discussions.
		0	Legal Literacy mainstreamed through State Institute of Rural Development-UP among 686 panchayats of ten blocks of Barabanki district of Uttar Pradesh.	-House hold questionnaire -Focussed Group Discussions	Once, in the first quarter after the commencement of the project in October 2014	SIRD team	NA	Subjective biases of the target group while filling up the questionnaire and participating in focussed group discussions.
		0	Legal Literacy mainstreamed through training of 134 resource persons and	House hold questionnaire -Focussed Group Discussions	Beginning and end of the project	SRC Lucknow	NA	Subjective biases of the target group while filling up the questionnaire and participating in focussed group

			300 prereks of State Resource Centre, Lucknow, U.P.					discussions
		0	Enabled access to legal aid and counselling through law school based legal aid clinics in (Maharashtra and Odisha) and spread legal literacy among the marginalised community, CSOs, SHGs, PRIs and other stake holders.	Specific publication, evaluation, survey, field observation, interviews, etc	yearly	Law schools-TISS, Mumbai and NLUO-Odisha	NA	Subjective biases of the target group while filling up the questionnaire and participating in focussed group discussions
		0	Mainstreamed legal literacy in 55 blocks of Sehore district of M.P through CSO-Bharat GyanVigyanSamiti.	publication, evaluation, survey, field observation, interviews, etc	Once, in the first quarter after the commencement of the project in October 2014	BGVS team	NA	Subjective biases of the target group while filling up the questionnaire and participating in focussed group discussions.
		0	Mainstreamed legal literacy about the forest rights as envisaged under the	publication, evaluation, survey, field observation, interviews, etc	Beginning and end of the project	Antodaya team	NA	Subjective biases of the target group while filling up the questionnaire and participating in focussed group discussions.

			Forest Rights Act 2006 and Panchayat Extension to Scheduled Areas Act 1996 (PESA) among the marginalised forest dwellers. Created a trained group of 120 community rights volunteers in Kalahandi districts to handhold the community in accessing their rights under FRA and PESA.					
		0	Legal literacy mainstreamed through 500 common service centres in Rajasthan	publication, evaluation, survey, field observation, interviews, etc	-		NA	Subjective biases of the target group while filling up the questionnaire and participating in focussed group discussions.

B. Monitoring and Evaluation Plan

Monitoring Plan

Monitoring Visit	Time Frame				By whom	Place	Purpose	Expected Outcome	Resources
	Q1	Q2	Q3	Q4					
							1. Monitoring and	1. Project progress	As per project

SIRD UP	1	1	1	1	M&E officer/Project Manager/Project Coordinator/Project Officer	Barabanki, U.P.	evaluation of the project of the project activities as per the Memorandum of Agreements with respective agencies handholding of the project partners in effective implementation of project activities 2. Mid course correction.	tracked 2. Mid Course correction of project activities 3. Documenting of case studies and success stories 4. Documenting challenges	management expenses mentioned in section I Annual Work Plan of this document
To Common Service Centres in various districts in Rajasthan	1	1	1	1		Various Districts in Rajasthan			
BGVS, M.P.	1	1	1	-		Sehore District, M.P.			
SRC Lucknow	1	1	1	1		Lucknow, U.P.			
AID India, Jharkhand	1	-	-	-		Ranchi and Palamu division, Jharkhand			
Antodaya, Odisha	1	-	-	-		Kalahandi district, Odisha			
National Law University, Odisha	1	1	1	1		Cuttack, Odisha			
Tata Institute of Social Science, Mumbai	1	1	1	1		Mumbai, Maharashtra			
SLSA, Jharkhand and Chhattisgarh	-	1	-	1		Raipur and Ranchi			

Evaluation Plan: Not applicable

Evaluations/Assessments/Reviews Planned for this year	Time Frame				By whom (External or Internal)	Purpose and how the evaluation/assessment/reviews results & Recommendation will be utilized	Resources
	Q1	Q2	Q3	Q4			

III. Recruitment Plan 2016

(Include all the recruitments envisaged by the project in AWP 2016 - including national and international staff positions that are vacant or newly created)

Project ID: 00086969 Project Title: Increasing Access to Justice for Marginalised People

Not applicable. (The Project Team recruitments completed in December 2015)

IV. Procurement Plan 2016: NIL. (The budgets for 2016 activities are committed through already signed up MCGs/MOAs). No further procurement is foreseen in 2016.

(Include all local and international procurements valued at or above \$ 5000 envisaged in AWP 2016 – including goods, assets, services and works)

Project ID: 00086969 Project Title: Increasing Access to Justice for Marginalised People

Country Office	India
Submitted by:	
Date:	

Instructions:

- Only include procurements to be done by UNDP for DIM, Management, support-to-NIM projects and UN Agencies
 - If you need additional lines, right-click and "Insert" rows, do not copy-paste, to keep drop-down menus & format.

Requesting Unit	Project Name (acronym or brief name)	Type of Supply	Category	Description of goods, services or works required	Unit of Measure	Quantity	Estimated Unit Price in USD	Estimated Total Price in USD	Requested delivery date (goods, works) or start of services	Finalization of services date	End user of goods, services or works	Procurement Process Status
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V. Management Arrangements

MANAGEMENT ARRANGEMENTS:

As agreed in the project document.

MONITORING FRAMEWORK AND EVALUATION

A monitoring and evaluation system will be established to track the project’s progress. It will also help identify lessons and good practices with potential for policy advocacy and replication/scaling up in other states/regions. The monitoring tools used will promote learning (including identification of factors that impede the achievement of outputs). Such learning will be used to adapt strategies accordingly and avoid repeating mistakes from the past. ICTs will be used to provide easily accessible information to various stakeholders.

The DoJ will have the overall responsibility of monitoring the project, in line with the roles and responsibilities described above and through regular monitoring visits and quarterly review meetings by the PSC. The Project Coordinator will be responsible for day-to-day monitoring of project activities through periodic field visits, interactions with state level programme teams/partners and desk reviews. He/she will also prepare and submit periodic progress reports to the PSC. Monitoring will be an on-going process and mid-course corrections will be made if required.

UNDP’s monitoring role during the “Implementing a Project” process should be to ensure that:

- The project's is making progress towards intended outputs;
- Resources entrusted to UNDP are utilized appropriately;
- There is continued national ownership, ongoing stakeholder engagement and sustainability;
- The project's outputs contribute to intended country programme outcomes.

In addition, monitoring will be incorporated as a part of the project implementation and will also include:

- MONTHLY PROGRESS REPORT:** The Implementing Partner, in consultation with the project teams, will provide brief monthly updates on progress against planned activities and budgets. These monthly reports will be provided in the format provided by UNDP. These monthly reports will be consolidated, as required, by UNDP's quality assurance team for progress review meetings.
- ONE TIME RISK LOG:** Based on the initial risk analysis, a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation. This will be completed by UNDP project assurance team in consultation with the Implementing partner. Use the standard Risk Log template
- A terminal **EVALUATION** will be undertaken in the last year of project implementation with a view to capture the effectiveness, efficiency, inclusiveness and sustainability of the project interventions.
- ANNUAL REVIEW REPORT:** An Annual Review Report shall be prepared by the Project Coordinator and shared with the Project Steering Committee. The reporting format prescribed by UNDP will used to provide brief description of results achieved in the year against pre-defined annual targets.
- ANNUAL PROJECT REVIEW.** Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the Project Steering Committee and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes. In the last year, the annual review will be the final evaluation of the project and this will involve all key project stakeholders.

VI. Planning, Monitoring and Reporting

The project will follow the following planning, monitoring and reporting cycle during the year.

Timeline /Target Date	Activity	Primary Responsibility
15 January 2016	Submit final Annual Progress Report 2015 to UNDP	Project Director/ Project Manager
10 Jan 2016	Finalisation of audit plans	RPU in consultation

		with Program Units
1 Feb-15 Mar. 2016	Annual audit of the project	RPU-Program Unit
07 April 2016	Quarterly Progress Reports, including:	Project Manager
07 July 2016	a) Report on project progress and financial delivery (FACE	/Program Officer,
07 October 2016	forms)	M&E
07 January 2017		
31 July 2016	Organise Project Steering Committee as agreed in the Prodoc. (Mid-year review of project progress and, if needed, revision of the AWP)	Project Director/ Project Manager/
30 November 2016	IRRF, IWP and ROAR updates	M&E and Program Units
30 November 2016	Organise Project Steering Committee to:	Project Director/ Project Manager
	a) Review of project contribution to results and financial delivery 2016;	
	b) Review and endorsement of AWP 2017	

ANNEXES

Annex 1: Cost sharing agreements signed with donors/government (if any)

Annex 2: Project cooperation agreement signed with NGOs (if any)

Annex 3: Agreements between the Implementing Partner and Responsible Parties (Government entities, NGOs, etc), if any