



Rationale and Framework of
The "Fora for Peace Project" Document
(Summary based on basic document together with the various deliberations and
discussions during meetings with the steering committee.)

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Role of steering committee
Role of UNDP
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Talking
: Papers
Training ✓

I. Rationale and Summary:

This project proposes to help in the organization and funding of workshops, meetings, conferences, events, etc... grouping participants from divergent sectors of the Lebanese society, to serve as fora where the basic concepts and detailed ideas can be developed around the general notion of human development for building and maintaining social peace in Lebanon. This project came as a response to the felt need that social and sustainable peace is something to be embodied and constructed by people themselves and not only by state or leaders agreement; it is an ultimate objective and a process which puts people at the center of any development. The direct beneficiaries are the civil society organizations benefiting as much as possible the whole population of Lebanon, and in particular youth and women, who have a good opportunity to play a significant role in the social development process; in the sense that people themselves should meet and reach into common concepts designed by them according to their experiences and convictions. Thus, making this peace sustainable for its constructed and embodied by the people.

practical
action

The project expects after two years, to have set up various fora and groups whereby a climate of dialogue, understanding and learning in Lebanon between the different communities conducive to a betterment of the peace process is achieved, through, highlighting areas of common interest to all Lebanese, developing democratic thinking and approaches, and advocating human rights and human security. The project is not supposed to be an end by itself, but rather a long-term process; whereby, at the end, it should come up with setting up frameworks and visions for future strategies induced from the activities lived and lessons learned. Finally, a report will be written that will constitute a reference documents.

II. The objectives:

- To create suitable neutral fora for constructive dialogue aimed at better understanding among the diverse sectors of the society.
- To initiate workable ideas and programmes to foster human rights and democracy within the country, focusing on human and social development.
- To increase public awareness of the importance of human development in any peace process and to the role of the United Nations in fostering it.

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III. The activities:

The project expects to achieve its objectives through:

- Organizing training workshops, conferences, meetings, symposia and similar events, taking place in Lebanon, including follow-up activities and material as necessary. These will be on themes selected by the project based on proposals presented by concerned groups.
- Producing reports, proceedings, manuals and other similar literature, to be published and distributed.
- Promoting public awareness through media material and campaigns, on Peace values, democracy, human rights, non-violence, etc.

IV. Selection criteria:

The following criteria should be adopted when selecting the projects:

- The central theme to be discussed should be one that will contribute to enhance dialogue, democracy and civil peace.
- It is advisable to fund fora with a specific tangible immediate-term objective that can be cited as an achievement at the end of the forum.
- Participation in each single forum should include individuals from different communities/sectors of the population or political or religious affiliation, in a way that it would place past antagonists in a position of working towards a common goal. It should be noted in this respect that this does not mean that the fora need to be national in nature. Regional and local events may be funded, indeed encouraged, provided that they meet the general criteria as to the themes.
- Participation should target, as first priority, the youth, and second, women, to the extent possible.
- All organizations must have an official receipt number and possess a sound ethical reputation.
- All organizations should secure from other resources at least 40% of the proposed project's total budget.
- A project proposal should be submitted in Arabic and preferably another version in French or English.

- When project proposal is accepted a "Request for Funding" form need to filled out containing the following information:
 - Information concerning the organizer: nature and affiliation, accreditation, objectives and activities, names of responsible people and financing sources, etc.
 - The theme and the objective of the forum or conference.
 - The key speakers and moderators as well as the target participants.
 - Location, dates and duration of the event.
 - Costs and type of expenditures to be financed.
 - Other sponsors and funding sources.
- The project will, in the first instance, fund the following costs:
 - Rental of the premises for the event.
 - Travel and subsistence.
 - Training, research and secretarial cost.
 - Postage and communications.
 - Refreshments and the like, but not banquets.
 - Documentation and report production costs.
 - Reasonable media coverage.
- The amount of funding per event will be subject to the following general criteria:
 - As a guide, the total contribution from the project to any single event should be maintained at about \$15,000 on the average.
 - The project will limit its share of funding of any single event to 60% of the total costs.
 - Co-financing of the events is required, and should be from sources acceptable to the project.
 - Funding requests may be approved contingent on securing the balance of the requirements from other sources.

V. Roles and duties:

The Fora for Peace is a joint project between the Ministry of Higher Education and Culture and the UNDP, and the division of tasks will be as follows:

- As to UNDP:

The role of UNDP would be limited to managing the project as a whole rather than its individual events.

UNDP will undertake to provide support services to the Government and the steering committee to facilitate the latter's execution and implementation responsibilities and will cover the fees of the consultant/facilitator.

- As to the steering committee:

A seven-member steering committee will be selected to assume the overall direction and guidance of the project. The chairman and the members of the committee will be designated

by the Minister of Higher Education and Culture in consultation with UNDP. This selection is formed from the ranks of statesmen and public figures, NGOs, academia, the media and the UN system.

The committee will meet at least once a month or more often if needed. It will exercise its guidance of the project through:

- Deliberating on the general direction and goals of the project and the means to achieve them.
- Introducing themes for fora to be eventually presented to sponsors.
- Reviewing the information concerning the event to be funded, including the background of the sponsoring organization and the participants.
- Giving its approval to conclude a clear and binding agreement between UNDP and the sponsors, to be signed by UNDP.
- Ensuring that the organizers respect the conditions of the funding, and approving any substantive departure from the information that constituted the basis of the original funding.
- Overseeing and participating in the substantive evaluation of the project, including contribution to the proper liaison with the media on its coverage of the project events/activities.

The steering committee will call on additional outside temporary help, either remunerated through the project or on a voluntary basis by the participants, for other general staff work that may be required.

- As to the facilitator:

A National Consultant will be recruited in the role of Facilitator, and will assume the staff support functions of the committee.

The role of the facilitator will be to support the committee and to create the proper conditions to allow it to effectively direct the project. This entails a wide and varied range of analytic and managerial tasks, along the following lines:

- Propose procedures for the review, approval and implementation of funding requests for the events to be sponsored, for ratification by the steering committee. These will be along the general guidelines defined in the project document.
- Screen the funding request and its supporting information in accordance with the preset criteria and guidelines, and in line with the approved procedures, and present recommendations to the committee.
- Conclude a clear and binding agreement with the sponsors, describing the terms and conditions of the funding. The actual signature of the agreement will be by UNDP representative.
- Examine the final details of the event to prevent any possible deviations from the agreements. Report any substantive departure from the information that constituted the basis of the original funding to the committee chairman.
- Generally verify the expenditures of the individual events, to assure their eligibility under the terms of the agreement.

- Develop the general guidelines to be used for the evaluation of the individual events, as related to the overall objectives of the project, and assess the event upon its conclusion in the light of these guidelines.
- Participate in the substantive evaluation of the total project.
- Assist the steering committee, as required, to make available to potential sponsors, information about the project, its objectives and its modes of intervention, to allow them to present proposals to UNDP.
- Identify and present specific themes and subjects as appropriate to propose to suitable NGOs and groups.
- Participate in the sponsored events, eventually as a resource person. Prepare a brief summary report on each event upon completion.
- Participate as required in the organization of the event with the sponsors. Propose the names of resource people and participants, both national and international, from within the UN system and outside.

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