



Technical Assistance Subproject Report

Project Number: 50364-004
Knowledge and Support Technical Assistance (C-KSTA)
July 2019

Deepening Civil Society Engagement for Development Effectiveness Subproject 3: Deepening Civil Society Engagement in ADB Operations

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Asian Development Bank

ABBREVIATIONS

ADB	–	Asian Development Bank
CSO	–	civil society organization
DMC	–	developing member country
NGO	–	nongovernment organization
NGOC	–	NGO and Civil Society Center
SDCC	–	Sustainable Development and Climate Change Department
TA	–	technical assistance

NOTE

In this report, "\$" refers to United States dollars.

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KNOWLEDGE AND SUPPORT TECHNICAL ASSISTANCE AT A GLANCE

1. Basic Data		Project Number: 50364-004
Project Name	Deepening Civil Society Engagement for Development Effectiveness– Deepening Civil Society Engagement in ADB Operations (Subproject 3)	Department/Division SDCC/NGOC
Nature of Activity Modality	Capacity Development Subproject	Executing Agency Asian Development Bank
Country	REG (ARM, GEO, PHI, UZB)	
2. Sector	Subsector(s)	ADB Financing (\$ million)
✓ Public sector management	Public administration	0.50
	Total	0.50
3. Strategic Agenda	Subcomponents	Climate Change Information
Inclusive economic growth (IEG)	Pillar 2: Access to economic opportunities, including jobs, made more inclusive	Climate Change impact on the Project Low
4. Drivers of Change	Components	Gender Equity and Mainstreaming
Governance and capacity development (GCD)	Civil society participation	Some gender elements (SGE) ✓
Knowledge solutions (KNS)	Knowledge sharing activities	
Partnerships (PAR)	Civil society organizations Implementation	
5. Poverty and SDG Targeting		Location Impact
Geographic Targeting	No	Regional High
Household Targeting	No	
General Intervention on Poverty	Yes	
SDG Targeting	Yes	
SDG Goals	SDG10, SDG17	
6. Risk Categorization	Risk Categorization does not apply	
7. Safeguard Categorization	Safeguard Policy Statement does not apply	
8. Financing		
Modality and Sources		Amount (\$ million)
ADB		0.50
Knowledge and Support technical assistance: Technical Assistance Special Fund		0.50
Cofinancing		0.00
None		0.00
Counterpart		0.00
None		0.00
Total		0.50
Currency of ADB Financing: USD		

I. THE TECHNICAL ASSISTANCE SUBPROJECT

A. Overall Progress of the Technical Assistance cluster

1. The Sustainable Development and Climate Change Department (SDCC) supports operations departments to operationalize corporate directions of Asian Development Bank (ADB) through meaningful engagement with civil society to improve development effectiveness through the knowledge and support technical assistance (TA) cluster on Deepening Civil Society Engagement for Development Effectiveness, approved on 27 November 2017. The TA cluster will contribute to the improved delivery of inclusive development services in selected developing member countries (DMCs), in support of the Sustainable Development Goals, by contributing to stronger civil society organization (CSO) participation in ADB operations. The three outputs of the TA cluster are: (i) capacity for effective CSO engagement in the design, implementation, and monitoring of ADB projects improved; (ii) demonstration activities through effective CSO engagement conducted; and (iii) knowledge products about effective CSO engagement in ADB operations generated and shared. The TA cluster target completion date is 31 December 2020. The TA cluster links directly to ADB's focus on civil society engagement as articulated in Strategy 2030.¹

2. The TA cluster progress is on track.² Two of the three planned subprojects have been approved. Subproject 3 is the third subproject planned under the TA cluster. Subproject 1 focused on selected countries in three ADB regional departments: Central and West Asia Department, East Asia Department, and Pacific Department.³ Subproject 1 became effective on 20 December 2017. Progress is on track. Under output 1, delivery of the capacity building products and services for CSOs and government agencies on effective CSO engagement in ADB projects is complete. Under output 2, progress towards dissemination of good practice on the contribution of CSO participation to improving the quality of ADB operations is substantial; four knowledge products are complete and available online.⁴ Towards output 3, all five project CSO-participation plans are nearly complete or nearing completion, and the country reports are being finalized. Work on all activities under output 4, CSO knowledge and perspectives in ADB operations generated, is complete or nearing completion.

3. Subproject 2 became effective on 19 September 2018 and supports activities in selected South and Southeast Asian DMCs.⁵ About half of Subproject 2 resources are allocated to support civil society participation in the graduation approach⁶ in the Philippines, and the other half supports civil society engagement in planned and ongoing projects in selected South and Southeast Asian DMCs and the preparation of knowledge products documenting civil society engagement. Progress is on track for both outputs.

¹ ADB. 2018. [Strategy 2030: Achieving a Prosperous, Inclusive, Resilient, and Sustainable Asia and the Pacific](#). Manila.

² ADB. 2017. [Deepening Civil Society Engagement for Development Effectiveness](#). Manila (C-TA 0026).

³ ADB. 2017. [Deepening Civil Society Engagement for Development Effectiveness—Deepening ADB—Civil Society Engagement in Selected Countries in Central and West Asia, East Asia, and the Pacific \(Subproject 1\)](#). Manila (TA 9475).

⁴ See three [e-learning courses](#), the [Participation Tools for the Pacific \(6 modules\)](#), [CSO Brief: Timor-Leste](#), and [CSO Brief: Mongolia](#).

⁵ ADB. 2018. [Deepening Civil Society Engagement for Development Effectiveness - Deepening ADB—Civil Society Engagement in Selected Countries in Southeast and South Asia \(Subproject 2\)](#). Manila (TA 9592).

⁶ The graduation approach is a comprehensive, holistic, time-bound, and carefully sequenced set of interventions that aims to “graduate” people from extreme poverty to more sustainable livelihoods.

B. Subproject Outcome

4. The subproject will have the following outcome: CSO participation in ADB operations strengthened. Subproject 3 will support all three outputs of the TA cluster.

C. Subproject Outputs, Methods, and Activities

5. The Subproject 3 will further deepen the TA cluster activities in selected DMCs in all operations departments. It will include (i) expanded implementation of in-country capacity building and enhanced CSO engagement programs across selected DMCs (output 1); (ii) additional participatory CSO initiatives in new and ongoing projects in selected DMCs (output 2); and (iii) expanded knowledge generation and sharing activities, drawing on outputs and outcomes of Subproject 1 and Subproject 2, and completion of activities showcasing lessons in deepening ADB–CSO engagement (output 3); and (iv) project management.

6. **Output 1: Capacity for effective civil society organization engagement in the design, implementation, and monitoring of Asian Development Bank projects improved.** Aligned with output 1 of the TA cluster and building upon the support provided to Pacific island DMCs in Subproject 1, Subproject 3 will support a capacity building workshop for CSO representatives and DMC officials from the Pacific. The 5-day workshop will cover a range of topics which build capacity for effective CSO engagement in the design, implementation, and monitoring of ADB-financed projects. In addition, the event aims to strengthen relations among participants, improving knowledge of each other's roles in the ADB project cycle. Participants will each complete the tailored e-learning training course developed under Subproject 1 prior to attending the workshop.

7. **Output 2: Demonstration activities through effective civil society organization engagement conducted.** Aligned with output 2 of the TA cluster, the TA will support a range of interventions by civil society to add value and strengthen the results of ADB-financed projects. First, the TA will support seven proposed ADB-financed projects through higher-level CSO engagement. Three of the projects will be in Uzbekistan, where the President's new decree on the development of CSOs and their active involvement in policy making⁷ has created opportunities for CSO engagement in the ADB portfolio.⁸ Details of the interventions appear in the terms of reference are available in the linked documents in Appendix 3. These demonstration projects are based upon exploratory work financed under Subproject 1, where ADB commissioned a report on opportunities for CSOs in Uzbekistan to collaborate on ADB-financed projects. The other two projects are in Armenia and Georgia, where civil society capacity and interest in collaborating on ADB-financed projects is growing. In Georgia, the innovative learning methodology for kindergartens demonstration project will bring a CSO-led kindergarten improvement initiative into the scope of the Livable Cities Development Investment Program, highlighting how CSOs are actively improving the livability of cities across Georgia through innovative educational initiatives.

8. In South Asia, the project will support two CSO engagement demonstration activities.⁹ The projects, ranging from design to evaluation stage, will receive support for civil society-led complementary activities. These projects will be identified during the implementation of

⁷ Decree of the Uzbekistan President No.4947 from February 7, 2017 "On action strategy of development of the Republic of Uzbekistan." Available at: <http://lex.uz/docs/3107042>.

⁸ The three projects this TA will support are: (i) Second Tashkent Province Water Supply System Development Project (community awareness raising campaign on water use and water hygiene), (ii) Livestock Value Chain Development Project (farmer awareness raising and capacity building in areas where farmers are poorest), and (iii) CAREC Corridor 2 Karakalpakstan Road Project (empowering women in line with the Gender Action Plan priorities).

⁹ The projects will be identified based on demand by project officers from South Asia Regional Department.

Subproject 3. Examples of activities include financing CSO consultations during processing to help improve project design, such as with road safety groups for road projects or parent teacher associations for education projects. A women’s organization may be engaged to assist with the implementation of additional activities to a project’s gender action plan, which result in stronger project results. The project will also support outreach, communications materials, and/or related activities to engage with advocacy and operational CSOs involved in ADB-financed projects in South Asian countries. SDCC will seek governments’ concurrence—as needed—prior to the implementation of each identified activity.

9. The TA may support other small interventions of CSO engagement in projects at the design or implementation phase on an on-demand basis. Selection will be determined in close coordination with the regional departments, based on the following criteria: (i) CSO participation will add value to the project; (ii) CSO expertise is available that meets the project’s needs; and (iii) the implementing agency is interested to see how CSO participation will strengthen project results.

10. In order to formalize the role of civil society in ADB’s portfolio in Armenia and Uzbekistan, countries where recent political changes have created new opportunities for CSO engagement, the TA will support development of CSO country operations assessments and ADB-CSO country cooperation action plans. These documents will outline the opportunities for engaging with civil society and detail specific actions for strengthening CSO engagement in each. To complement the action plans, the TA will also support preparation of country reports on policies and programs for CSO engagement in national development plans. These reports, which Subproject 1 supported for Georgia and Mongolia, help inform project design of government’s national development plans which involve civil society and identify opportunities for collaboration. In Georgia and Mongolia, the sustainable development goals and the Open Government Partnership provided channels for CSO engagement into national development plans. The TA will explore what systems exist in Armenia and Uzbekistan.

11. **Output 3: Knowledge products about effective civil society organization engagement in Asian Development Bank operations generated and shared.** Output 3 of Subproject 3 mirrors output 3 of the TA cluster. The TA will support the dissemination of learning about the graduation approach, a model of successful CSO engagement, which Subproject 2 financed. The graduation knowledge event and immersion visit will showcase ADB’s existing investment in the graduation approach with support from civil society partners BRAC and Innovations for Poverty Action.¹⁰ This initiative is the first government-led execution of the graduation approach in the Philippines, and, as such, serves as not only a base for further expansion and scale nationally by government entities in the Philippines, but further constitutes an exceptionally strong demonstration effect for peer governments in the region. The event, consisting of a 2-day field immersion visit and 1-day event in Manila, will bring together ministry officials from neighboring countries keen to better understand social protection and economic inclusion approaches akin to graduation. These officials will have the opportunity to conduct an in-depth immersion visit to the Department of Labor and Employment-implemented project, coupled with a learning event to showcase implementation lessons learned, a robust research agenda assessing impact and cost implications of the approach, as well as institutional arrangements which facilitated the launch of the project. It will further serve as a platform for regional dialogue across country governments.

¹⁰ BRAC, an international development organization based in Bangladesh, is the largest nongovernment development organization in the world. Innovations for Poverty Action is a United States-based research and policy nonprofit that discovers and promotes effective solutions of global poverty problems.

12. The TA will support the publication of two CSO briefs published in the ADB series. The CSO Briefs series, published by the NGO and Civil Society Center (NGOC), provides an overview of the civil society landscape in 27 DMCs and are a useful tool for DMC officials to identify opportunities for CSO engagement.¹¹ The knowledge products prepared under this TA subproject will be widely shared through ADB's social media channels, incorporated into staff training that NGOC delivers annually, included in e-learning modules for DMC officials and CSOs where possible, shared through the civil society program of the annual meeting as appropriate, disseminated through resident missions, and posted on the ADB website. Electronic versions will be the default; knowledge products will only be printed when needed to reach the target audience.

D. Subproject Cost and Financing

13. The TA subproject is estimated to cost \$500,000, which will be financed on a grant basis by ADB's Technical Assistance Special Fund (TASF-6). The key expenditure items are listed in Appendix 2. The government will provide counterpart support on a case by case basis as appropriate for each demonstration activity under Output 2. The support may include counterpart staff, office and housing accommodation, office supplies, secretarial assistance, and domestic transportation, and will be determined when the TA subproject support is planned for the demonstration activity.

E. Subproject Implementation Arrangements

14. ADB will administer the TA. Subproject 3 will be managed by the NGOC within the Thematic Advisory Service Cluster (SDTC) in close coordination with dedicated staff from ADB headquarters and resident missions of selected operations departments allocated to support implementation or act as resources persons, and who will also participate in TA activities. SDCC will select, supervise, and evaluate consultants, in consultation with relevant operations departments, as needed. Disbursements under Subproject 3 will be in accordance with ADB's Technical Assistance Disbursement Handbook (2010, as amended from time to time).

15. The implementation arrangements are summarized in the table.

Table 1: Subproject Implementation Arrangements

Aspects	Arrangements		
Indicative implementation period	July 2019–December 2020		
Executing agency	ADB		
Implementing agencies	Thematic Advisory Service Cluster, Sustainable Development and Climate Change Department, ADB		
Consultants	To be selected and engaged by ADB		
	1 National Civil Society Expert	11.5 person-months	\$49,500
	1 National CSO—Community hygiene awareness in UZB (CQS, STP)		\$50,000
	2 National CSO—Gender promotion and farmer awareness in UZB (SSS, STP)		\$100,000
	1 National CSO— Kindergarten education in GEO (SSS, STP)		\$32,000
	1 National CSO— Direct intervention in Central West- ARM (CQS, STP)		\$50,000
	2 National CSOs—Direct intervention in South Asia (CQS, BTP)	4 person-months	\$70,000
Non-consulting services	International CSO, Graduation workshop in PHI-BRAC (\$50,000)		

¹¹ ADB. *Civil Society Briefs*. Manila (12 years: 2005–2017).

Aspects	Arrangements
Disbursement	The TA resources will be disbursed following ADB's <i>Technical Assistance Disbursement Handbook</i> (2010, as amended from time to time).

ADB = Asian Development Bank, ARM = Armenia, BTP = biodata technical proposal, CQS = consultants' qualifications selection, CSO = civil society organization, GEO = Georgia, PHI = Philippines, SSS = single source selection, STP = simplified technical proposal, TA = technical assistance, UZB = Uzbekistan.

Source: Asian Development Bank.

16. **Consulting services.** ADB will engage all CSOs and an individual consultant following the ADB Procurement Policy (2017, as amended from time to time) and its associated project administration instructions and/or staff instructions. Under output 2, ADB will engage seven national CSOs to conduct CSO demonstration activities in selected DMCs. These organizations will be engaged using a simplified technical proposal and consultants' qualifications selection or single source selection (Table 1) using a performance-based contract with payments made upon acceptance of deliverables. All contracts proposed for single source selection are valued at \$50,000 or less and ADB has completed due diligence on all them. Terms of reference for consultants and firms to be engaged are available in the list of linked documents in Appendix 3. The terms of reference for CSO participation in the project in Armenia and the two projects in South Asia will be prepared upon finalization of the needs identification and project selection.

17. ADB will engage the Georgian CSO Library-Cultural Center Tanadgoma for the innovative learning methodology for kindergartens demonstration project using single source selection. The project will apply neuroplasticity-based learning in kindergarten learning. Among the very few CSOs working in its field, Tanadgoma is the only organization that has adopted neuroplasticity-based learning methodology in the country, which is the intellectual property of the CSO's Program Director. ADB will engage the Business Women's Association in Uzbekistan using single source selection to implement the gender awareness demonstration project. As the only women's CSO operating in Karakalpakstan, an extremely remote area of Uzbekistan, and having a solid track record since 2003 with previous collaboration with ADB, BWA is best positioned to implement this contract. Lastly, ADB will engage Khorezm Rural Advisory Support Service (KRASS) in Uzbekistan using single source selection to design and lead a farmer's awareness campaign to improve the impact of the livestock value chain project. KRASS is known to ADB, has a national presence, and is a leader in farmer training in Uzbekistan.

18. One individual national consultant will be engaged to support CSO engagement in Armenia, Georgia, and Uzbekistan. The expert will prepare strategic CSO engagement documents, support the implementation of CSO engagement strategies, and provide technical support to the demonstration projects in these countries.

19. The TA subproject will require 11.5 person-months of an individual national consultant. The number of person-months required for national firms cannot be calculated since several will use consultants' qualifications selection or output based terms of reference. The project will also engage resource persons from time to time to support the project's objectives.

20. **Non-consulting services.** In output 3, ADB will engage BRAC using service contract to organize the graduation approach workshop. SDCC will use direct contracting because BRAC is implementing the graduation approach under the Technical Assistance for Unlocking Innovation for Development¹² and subproject 2, and both efficient resource use and knowledge of project results require the same CSO undertakes the workshop organization. ADB performed due diligence on BRAC and they are meeting ADB requirements under their contract in Subproject 2.

¹² ADB. 2015. *Technical Assistance for Unlocking Innovation for Development*. Manila.

SUBPROJECT DESIGN AND MONITORING FRAMEWORK

Impact the TA is Aligned with			
Delivery of inclusive development services in selected DMCs improved (Sustainable Development Goal 10) ^a			
Results Chain	Performance Indicators with Targets and Baselines	Data Sources and Reporting Mechanisms	Risks
<p>Outcome CSO participation in ADB operations strengthened</p>	<p>By 2020, at least 5 new projects include partnerships with CSOs where they are able to participate in decision-making (2017 baseline: 0).</p>	<p>NGOC's annual reports on ADB-CSO engagement</p> <p>Validated annual monitoring reports on CSO engagement for corporate results framework</p>	<p>Changes in country context related to effectiveness of CSO activity hinder progress and DMC commitment to CSO engagement</p>
<p>Outputs</p> <p>1. Capacity for effective CSO engagement in the design, implementation, and monitoring of ADB projects improved</p> <p>2. Demonstration activities through effective CSO engagement conducted</p> <p>3. Knowledge products about effective CSO engagement in ADB operations generated and shared</p>	<p>1a. At least eight participants to CSO workshop report improved capacity, by December 2020 (2017 baseline: 0)</p> <p>2a. Seven proposed ADB-financed projects supported through higher-level CSO engagement by December 2020 (2017 baseline: 5)</p> <p>2b. Two CSO country operations assessments and ADB-CSO-country cooperation action plans developed, by December 2020 (2017 baseline: 1)</p> <p>2c. Country report on policies and programs for CSO engagement in national development plans completed for two selected DMCs, by December 2020 (2017 baseline: 0)</p> <p>3a. Two country-specific engagement guides (CSO Briefs) developed, by December 2020 (2017 baseline: 1)</p>	<p>1a. Workshop report</p> <p>2a. Project reports and BTORs</p> <p>2b. Reports submitted to ARRM and URM</p> <p>2c. Reports submitted to ARRM and URM</p> <p>3a. KPs published on ADB website</p>	<p>Unexpected change in priorities of government agencies and CSOs to participate in workshop</p> <p>Political changes influencing government's willingness to collaborate with civil society on ADB-financed projects</p>

Results Chain	Performance Indicators with Targets and Baselines	Data Sources and Reporting Mechanisms	Risks
	3b. 20 participants in a graduation approach learning event report improved knowledge of the graduation approach, by December 2020 (2017 baseline: 0)	3b. Workshop report	
Key Activities with Milestones			
<p>1 Capacity for effective CSO engagement in the design, implementation, and monitoring of ADB projects improved</p> <p>1.1 Identify CSO representatives and implementing agency officials to participate in training on ADB-CSO-government cooperation in ADB-financed projects (August 2019)</p> <p>1.2 Support participation costs of participants at the workshop (September 2019)</p> <p>2 Demonstration activities through effective civil society organization engagement conducted</p> <p>2.1 Conduct workshops on hygiene awareness, gender activities, and farmer awareness in Uzbekistan and kindergarten education in Georgia (July 2019)</p> <p>2.2 Finalize scope of work of CSOs in Armenia (September 2019)</p> <p>2.3 Monitor progress of CSO demonstration projects (Ongoing until December 2020)</p> <p>2.4 Conduct research and develop CSO country operations assessments and ADB-CSO-country cooperation action plans for Armenia and Uzbekistan (December 2020)</p> <p>2.5 Conduct research and develop country reports on policies and programs for CSO engagement in national development plans for Armenia and Uzbekistan (December 2020)</p> <p>3 Knowledge products about effective CSO engagement in ADB operations generated and shared</p> <p>3.1 Collaborate with BRAC to design learning event about the graduation approach (January 2020)</p> <p>3.2 Identify suitable participants for the learning event (January 2020)</p>			
<p>Inputs</p> <p>ADB: \$500,000</p> <p>Note: The government will provide counterpart support in the form of counterpart staff, office and housing accommodation, office supplies, secretarial assistance, domestic transportation and other in-kind contributions.</p>			
<p>Assumptions for Partner Financing</p> <p>Not applicable</p>			

ADB = Asian Development Bank, ARRM = Armenia Resident Mission; BTOR = back-to-office report, CSO = civil society organization, DMC = developing member country, KP = knowledge product, NGOC = NGO and Civil Society Center; TA = technical assistance, URM = Uzbekistan Resident Mission.

^a United Nations Development Programme. Sustainable Development Goal 10: Reduce Inequalities.

Source: Asian Development Bank.

SUBPROJECT COST ESTIMATES AND FINANCING PLAN
(\$'000)

Item	Amount
A. Asian Development Bank^a	
1. Consultants	
a. Remuneration and per diem	
i. National consultants	345.0
b. Out-of-pocket expenditures	
i. International and local travel	6.5
2. Printed external publications ^b	10.0
3. Training, seminars, and conferences ^c	113.5
4. Contingencies	25.0
Total	500.00

^a Financed by Asian Development Bank's (ADB) Technical Assistance Special Fund (TASF-6). It is recognized the TA cluster amount may increase through additional TASF and/or donors.

^b Includes online media, editing, layout design, translation, printing, and communications costs.

^c Includes costs associated with in-country consultations in South Asia Department developing member countries with advocacy and operational CSOs at \$3,000/event for a total of eight events (\$24,000). Also includes airfare, hotel accommodation, daily subsistence allowance, miscellaneous travel expenses, and land transport for workshop participants, resource persons, and ADB staff traveling as resource persons or to assist in the implementation of TA activities, e.g. as part of a secretariat or in any administrative support in workshops and seminars, to and from ADB member and non-member countries such as for workshops or seminars; job training, mentoring, internships, cross learning visits, and blended learning. It may also include payment for research assistants, translation costs, workshop kits and items such as but not limited to shirts, bags, and flash drives. In recognition of valuable contributions made by partner organizations to the preparation and implementation of an activity, representation expenses for meals, plaques, or other tokens of appreciation may be provided. See the Memorandum on Use of Bank Resources: Regional Technical Assistance and Technical Assistance vs. Internal Administrative Expenses Budget, issued by the Budget, Personnel, and Management Systems Department and the Strategy and Policy Department on 26 June 2013. Any expenditures in non-member countries will be in line with the Staff Instruction on Business Processes for Cost Sharing and Eligibility of Expenditures for ADB Financing.

Source: Asian Development Bank estimates.

LIST OF LINKED DOCUMENTS

<http://www.adb.org/Documents/LinkedDocs/?id=50364-004-TARreport>

1. Terms of Reference for Consultants