

THIRD-PARTY COST-SHARING AGREEMENT

between the

**DIRECTORATE GENERAL FOR DEVELOPMENT CO-OPERATION of the
ITALIAN MINISTRY OF FOREIGN AFFAIRS AND INTERNATIONAL COOPERATION
(THE DONOR)**

and the

**UNITED NATIONS RELIEF AND WORKS AGENCY
FOR PALESTINE REFUGEES IN THE NEAR EAST (UNRWA)**

WHEREAS the Donor hereby agrees to contribute funds in the amount of Euro 1,350,000.00 to UNRWA on a cost-sharing basis (hereinafter referred to as “the Contribution”) for the implementation of the project: “Support to UNRWA Technical & Vocational Education and Training (TVET) and Job Creation Program (JCP)” in Gaza (hereinafter referred to as “the Project”), as described in the Project documents attached as Annex I.

WHEREAS UNRWA is prepared to receive and administer the Contribution for the implementation of the Project,

WHEREAS, the Italian Agency for Development Cooperation (hereinafter referred to as “AICS”) was established with Italian law 11 August 2014 n. 125, to be in charge of the implementation and funding of projects and initiatives on behalf of the Donor;

NOW THEREFORE, UNRWA and the Donor hereby agree as follows:

Article I. The Contribution

1. (a) The Donor shall, in accordance with the schedule of payments set out below, contribute to UNRWA the amount of Euro 1,350,000.00 (one million three hundred fifty thousand). The Contribution shall be deposited in the following bank account¹:

Bank Name	Bank Austria Vienna International Center
Bank Address	A-1400 Wien, Wagramerstrasse 5 Vienna, Austria
SWIFT Address	BKAUATWW
Sort Code/CHAPS	
Account Number	00290 573 500

¹ Please note that the currency of the bank account should be the same as the currency of the contribution

IBAN Number AT391100000290573500
Account Title United Nations Relief and Work Agency in the Near East (UNRWA)
Currency Type Euro

<u>Schedule of payments</u>	<u>Amount</u>
<i>following the signature</i>	Euro 1,350,000.00

(b) The Donor will inform UNRWA when the Contribution is paid via an e-mail message with remittance information to [b.lacolley@unrwa.org] and r.dabbagh@unrwa.org, providing the following information: donor's name, UNRWA country office, Project no. and title, donor reference (if available). This information should also be included in the bank remittance advice when funds are remitted to UNRWA.

2. The value of the payment, if made in a currency other than United States dollars, shall be determined by applying the United Nations operational rate of exchange in effect on the date of payment. Should there be a change in the United Nations operational rate of exchange prior to the full utilization by the UNRWA of the payment, the value of the balance of funds still held at that time will be adjusted accordingly. If, in such a case, a loss in the value of the balance of funds is recorded, UNRWA shall inform the Donor with a view to determining whether any further financing could be provided by the Donor. Should such further financing not be available, the assistance to be provided to the Project may be reduced, suspended or terminated by UNRWA.
3. The above schedule of payments takes into account the requirement that the payments shall be made in advance of the implementation of planned activities. It may be amended to be consistent with the progress of Project delivery.
4. UNRWA shall receive and administer the Contribution in accordance with UNRWA's Regulations, Rules, Organisation Directives, Instructions and any other parts of its regulatory framework, as well as its policies, and procedures ("UNRWA Regulatory Framework").
5. All financial accounts and statements shall be expressed in United States dollars.

Article II. Utilization of the Contribution

1. The implementation of the responsibilities of UNRWA pursuant to this Agreement and the Project documents shall be dependent on receipt by UNRWA of the Contribution in accordance with the schedule of payment as set out in Article I, paragraph 1, above. UNRWA shall not start the implementation of the activities prior to receiving the Contribution or the first tranche of the Contribution (whichever is applicable).

2. If unforeseen increases in expenditures or commitments are expected or realized (whether owing to inflationary factors, fluctuation in exchange rates or unforeseen contingencies), UNRWA shall submit to the Donor on a timely basis a supplementary estimate showing the further financing that will be necessary. The Donor shall use its best endeavours to make available to UNRWA the additional funds required. If the payments referred to in Article I, paragraph 1, above are not received in accordance with the payment schedule, or if the additional financing required in accordance with paragraph 2 above is not forthcoming from the Donor or other sources, the assistance to be provided to the Projects under this Agreement may be reduced, suspended or terminated by UNRWA.
3. Any interest income attributable to the Contribution shall be credited to UNRWA's account, retained by UNRWA and shall be utilized in accordance with the UNRWA Regulatory Framework.

Article III. Administration and reporting

1. Project management and expenditures shall be governed by the UNRWA Regulatory Framework.
2. UNRWA shall provide to the Donor the following reports in accordance with the UNRWA Regulatory Framework:
 - (a) From UNRWA within six months after the date of completion of the Project or termination of this Agreement, a final narrative report summarizing Projects activities and impact of activities as well as provisional financial statement;
 - (b) From UNRWA's Director of Finance within six months after submission of the final report, a certified final financial statement with zero obligations and fund balance.
3. If special circumstances so warrant and as agreed between the Parties, UNRWA may provide more frequent reporting at the expense of the Donor. The nature and frequency of this reporting shall be detailed in an annex to this Agreement.

Article IV. Administrative and support services

1. In accordance with the UNRWA Regulatory Framework, the Contribution shall be subject to cost recovery for indirect costs incurred by UNRWA headquarters and country office structures in providing Programme Support services. To cover these Programme Support Costs, the Contribution shall be charged a fee equal to 11% of direct costs. Furthermore, as long as they are unequivocally linked to the Project, all direct costs of implementation, will be identified in the Project budget against a relevant budget line and borne by the Project accordingly.

2. The aggregate of the amounts budgeted for the Project, together with the estimated costs of reimbursement of related support services, shall not exceed the total resources available to the Project under this Agreement as well as funds which may be available to the Project for Project costs and for support costs under other sources of financing.

Article V. Evaluation

The Donor and UNRWA may jointly conduct an evaluation of the Project in consultation and coordination with each other and subject to UNRWA's Regulatory Framework (including UNRWA's Evaluation Policy) and without prejudice to the UN's single audit principle. The costs of an evaluation shall be borne by the Donor.

Article VI. Equipment

Ownership of equipment, supplies and other properties financed from the Contribution shall vest in UNRWA. Matters relating to the transfer of ownership by UNRWA shall be determined in accordance with UNRWA Regulatory Framework.

Article VII. Auditing

The Contribution shall be subject exclusively to the internal and external auditing procedures provided for in the UNRWA Regulatory Framework. Should the annual Audit Report of the UN Board of Auditors to its governing body contain observations relevant to the Contribution, such information shall be made available to the Donor by UNRWA.

Article VIII. Completion of the Agreement

1. UNRWA shall notify the Donor when all activities relating to the Project have been completed in accordance with the Project document.
2. Notwithstanding the completion of the Project, UNRWA shall continue to hold unutilized funds from the Contribution until all commitments and liabilities incurred in implementation of the Project have been satisfied and Project activities brought to an orderly conclusion.
3. If the unutilized funds prove insufficient to meet such commitments and liabilities, UNRWA shall notify the Donor and consult with the Donor on the manner in which such commitments and liabilities may be satisfied.

4. In cases where the Project is completed in accordance with the project document any funds below 5,000 USD (five thousand US Dollars) that remain unexpended after all commitments and liabilities have been satisfied shall be automatically reallocated by UNRWA. Any funds above 5,000 USD (five thousand US Dollars) that remain unexpended after all commitments and liabilities have been satisfied shall be reallocated by UNRWA after consultation with the Donor.

Article IX. Termination of the Agreement

1. This Agreement may be terminated by the Donor or by UNRWA after consultations between the Donor and UNRWA, and provided that the funds from the Contribution already received are, together with other funds available to the Project, sufficient to meet all commitments and liabilities incurred in the implementation of the Project. This Agreement shall cease to be in force 30 (thirty) days after either of the Parties have given notice in writing to the other Party of its decision to terminate this Agreement.
2. Notwithstanding termination of all or part of this Agreement, UNRWA shall continue to hold unutilized funds until all commitments and liabilities incurred in the implementation of all or the part of the Project have been satisfied and Project activities brought to an orderly conclusion.
3. In cases where this agreement is terminated before Project completion any funds below 5,000 USD (five thousand US Dollars) that remain unexpended after all commitments and liabilities have been satisfied shall be automatically reallocated by UNRWA. Any funds above 5,000 USD (five thousand US Dollars) that remain unexpended after all commitments and liabilities have been satisfied shall be reallocated by UNRWA after consultation with the Donor.

Article X. Prevention of Corruption and Fraud

1. Both the Donor and UNRWA are firmly committed to preventing and detecting fraudulent and corrupt practices. Consistent with the UN Charter, the Standards of Conduct for the International Civil Service, the UNRWA Staff Rules and Regulations, and UNRWA Financial Rules and Regulations, the UNRWA Anti-Fraud and Anticorruption Policy and the Procurement Manual, UNRWA will use reasonable efforts to ensure that the utilization of the Contribution conforms to the highest standard of ethical conduct and that every part of the organization, as well as all individuals acting on behalf of UNRWA, observe the highest standard of ethics and integrity.
2. UNRWA, in accordance with the UNRWA Regulatory Framework, will ensure that any allegations of fraud and corruption in connection with the utilization of the Contribution are reported to the Department of Internal Oversight Services (DIOS) in a timely manner. Credible allegations will be investigated by DIOS in accordance with its regulations, rules, policies and procedures.

3. Following the conclusion of any investigation which identifies fraud or corruption involving any activities funded in whole or in part with the Contribution, UNRWA will:
 - (a) in a timely manner and consistent with its regulations, rules, policies and procedures, provide details to the Donor of the outcome of substantiated allegations of fraud and corruption, along with details of action taken by UNRWA;
 - (b) Use reasonable efforts to recover any part of the Contribution, which DIOS has established as being diverted through fraud or corruption;
 - (c) In connection with (a) above, in consultation with the UN Office of Legal Affairs, give proper consideration to referring the matter to the appropriate authorities of the Member State where the fraud or corruption is believed to have occurred and to the provisions of General Assembly resolution 62/63; and
 - (d) As required by the Donor, and following consultations between the Parties, reimburse to the Donor any part of the Contribution which UNRWA has recovered further to sub-section (a) above, or credit it to a mutually agreed activity.
4. Any information provided to the Donor in relation to any matters arising under the Article shall be treated by the Donor as strictly confidential.

Any action further to the above paragraphs shall be consistent with the UNRWA Regulatory Framework.

Article XI. Anti-terrorism

Consistent with UN Security Council Resolutions relating to terrorism, including UN Security Council Resolution 1373 (2001) and 1267 (1999) and related resolutions, UNRWA is firmly committed to the international fight against terrorism, and in particular, against the financing of terrorism. Similarly, UNRWA is bound to comply with any applicable UN Security Council resolutions setting out specific sanctions. UNRWA will use all reasonable efforts to ensure that the Contribution is not used to provide support or assistance to individuals or entities associated with terrorism as designated by any UN Security Council sanctions regime. If, during the term of this Agreement, UNRWA determines that there are credible allegations that the Contribution has been used to provide support or assistance to individuals or entities associated with terrorism as designated by any UN Security Council sanctions regime it will as soon as it becomes aware of it inform the Donor and, in consultation with the Donor as appropriate, determine an appropriate response.

Article XII. Settlement of Disputes

Any dispute, controversy or claim arising out of this Agreement shall be resolved amicably between the Parties.

Article XIII. Privileges and Immunities

Nothing in or relating to this Agreement shall be deemed a waiver, express or implied, of any of the privileges and immunities accorded to UNRWA in international law.

Article XIV: Notice

Any notice or correspondence between UNRWA and the Donor will be addressed as follows:

(a) To the Donor:

Attention Ms. Cristina Natoli
Head of Field Office
Italian Agency For Development Cooperation
Jerusalem Office

Address Mujeer Eddin Street 2, East Jerusalem

(b) Upon receipt of funds, UNRWA shall send an electronic receipt to the Donor email address provided below as confirmation that the remitted funds have been received by UNRWA.

Donor email address gerusalemme@aics.gov.it

Attention H.E. Mr. Fabio Sokolowicz
Consul General of Italy in Jerusalem
Katamon - 16, Kaf Tet Benovember St.
P.O.Box 4570, Jerusalem 91044

Ms. Cristina Natoli
Director of the Italian Agency for
Development Cooperation – Jerusalem
Office
Mujir Ad-Din St. 2
Sheik Jarrah-Jerusalem

(c) To UNRWA:

Attention Bastien Lacolley,
UNRWA Department of External Relations and Communication

Address P.O. Box 19149, Sheik Jarrah,
Ammunition Hill, (Givat Hatachmoshit)
Zalman Sharagi, 21, East Jerusalem 91191

Article XV. Amendment of the Agreement

This Agreement may be amended through an exchange of letters between the Donor and UNRWA. The letters exchanged to this effect shall become an integral part of this Agreement.

Article XVI. Entry into Force

This Agreement shall enter into force upon the signature of this Agreement by the parties hereto, on the date of the last signature.

IN WITNESS WHEREOF, the undersigned, being duly authorized thereto, have signed the present Agreement in the English language in two copies.

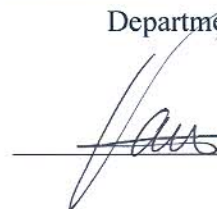
For the Donor:
Mr. Fabio Sokolowicz
Consul General of Italy in Jerusalem



Place and date: Jerusalem, 20-03-2018

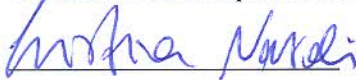


For UNRWA:
Ms. Francoise Vanni
Director External Relations and Communications
Department



Place and date: Jerusalem, 20-03-2018

Acknowledged by AICS:
Cristina Natoli, Representative of AICS in Jerusalem



Place and date: Jerusalem, 20-03-2018





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Support to
UNRWA
Technical & Vocational Education and
Training (TVET) and
Job Creation Programme
(JCP)

Project Proposal

BASIC INFORMATION

Title:	Support UNRWA Technical and Vocational Education and Training and Job Creation Programme in the Gaza Strip
Target Area:	Gaza Strip
Related UNRWA Human Development goal / strategic objective:	Provide employment opportunities to Palestine refugees in Gaza and improving technical and vocational education training provided to poor and vulnerable refugees youth
Duration:	12 months
Implementation period/starting date	Upon receiving the funds
Funds Requested:	EUR 1.35 million (equivalent USD \$ 1,593,860) at UNRWA temporary rate of exchange as of 15 Aug 2017 (\$1= 0.847 EUR)
Number of direct beneficiaries or users:	➤ Approx. 1,700 vulnerable youth refugees will be trained. ➤ 46 technical and vocational education trainers will be sustained. ➤ 414 Palestine Refugee will be offered short term job opportunities at Gaza Training Centre & Khan Younis Training Centre ○ 148 unskilled jobs ○ 266 skilled jobs

LIST OF ACRONYMS

AICS	Italian Agency for Development Cooperation
GFO	UNRWA's Gaza Field Office
EP	Education Programme
JCP	Job Creation Programme
GTP	Graduate Training Programme
PCBS	Palestinian Central Bureau of Statistics
TVET	Technical and Vocational Education and Training
GTC	Gaza Training Centre
KYTC	Khan Younis Training Centre
RSSP	Relief and Social Services Programme
HR	Human resources department

BACKGROUND

The humanitarian situation for Palestine refugees in Gaza is growing increasingly severe. The blockade severely restricts movement of people and goods and consequently Gaza labour market. Harsh trade restrictions on both imports and exports have stifled the private sector, forcing several thousands of businesses to close. Additionally, movement and access restrictions contribute to significant economic hardships for Palestine refugees seeking employment outside Gaza (for example, due to the permit regime and access to land). In the absence of free access to its traditional markets in Israel and the West Bank, the private sector in Gaza was forced to restructure inwards on non-tradable goods and service activities. One of the most immediate impacts of the economic collapse is soaring unemployment. As a result of rising prices and high unemployment, 70 per cent of the refugee population is reliant on

humanitarian aid to meet basic needs, with 57 per cent of households experiencing food insecurity. According to the Palestinian Central Bureau of Statistics (PCBS)¹, the overall unemployment rate in the first quarter of 2017 reached 41.1 per cent in Gaza. For the refugee population it reached 41 per cent and the youth refugee population 67.2 per cent in the first three months of 2017.

UNRWA is confronted with an increased demand on services resulting from the growth in the number of registered Palestine refugees, the constant deterioration of their vulnerabilities and their deepening poverty. In 2016, UNRWA total expenditure in Gaza contributed to 15.7 per cent of the Gaza Gross Domestic Product (GDP). During the last decade, the ratio of UNRWA expenditure to Gaza GDP has been rising from 10 per cent in 2002-2005 to 15.7 per cent in 2016, due to stagnating economic growth and increasing needs. In 2016 UNRWA contributed to the Gaza economy 27,700 jobs; representing 9.6 per cent of the employed workforce. Furthermore, through its Job Creation Programme (JCP), the Agency has provided work opportunities for 9,092 Palestine refugees in the first quarter of 2017, injecting US\$ 4.6 million into the Gaza economy². UNRWA is also mitigating unemployment through its Graduate Training Programme (GTP) by generating job opportunities for fresh graduates. In 2017, 2,148 graduates benefited from the GTP. Overall, since its inception in 2001, the GTP created over 31,451 job opportunities for fresh graduates³.

RATIONALE

In the absence of any political breakthrough, since mid-2017 the Gaza Strip entered its eleventh year under blockade. The land, sea and air restrictions have progressively destroyed a previously dynamic and trade-oriented productive economy, together with its capacity to create jobs and income. In turn, the majority of the Gaza population has been pushed into poverty and food insecurity, with no other choice but to heavily rely on assistance to cover their essential needs.

Hence, alleviating poverty requires a comprehensive approach which combines both immediate relief and more sustainable support. Part of the strategy to foster the development of Gaza's critical sectors is to build enough capacity within Gaza's population to drive the recovery process. The development and reconstruction of Gaza depends not only on physical reconstruction, but also on an investment in human capital to mitigate the impact of the conflict. Moreover, building capacity among Gaza's young men and women contributes to making these groups more resilient and better placed to confront the economic and social challenges particular to the Strip.

To address poverty in Gaza and its effects on the refugee population in particular UNRWA has a number of initiatives to enable access to employment opportunities and economic activity in Gaza (JCP), and has repeatedly proven to be a reliable partner in the provision of alternative tertiary educational opportunities. As such, UNRWA provides technical and vocational training education opportunities to about 1,700 students each year at its Technical and Vocational Education Training (TVET) centres: Gaza Training Centre (GTC) in Gaza governorate and Khan Younis Training Centre (KYTC) in Khan Younis governorate.

By providing short-term employment opportunities to vulnerable refugees, the UNRWA Job Creation Programme (JCP) enables its beneficiaries to address their basic living needs, provides them with an important sense of dignity and self-worth, and with the opportunity to direct their potential towards upward mobility.

¹ Gaza weekly situation report (issue no. 98)

² UNRWA, Gaza Situation Report, 199.

³ UNRWA, Gaza Situation Report, 197.

While the TVET programme through Vocational and Technical Education trainers provides students with some comparative advantage in finding employment through a variety of courses adopted after careful monitoring of the local market needs, and through building strong links with the local labour market (i.e. Gaza's business sector, NGOs, and other entities).

Through this project proposal UNRWA will contribute to easing the impact of widespread poverty and protracted conflict in Gaza, by supporting the services delivery to approximately 1,700 students, securing the salaries of 46 technical and vocational education trainers, and offering 414 new job opportunities (which will benefit 148 beneficiaries for a short job of three months and 266 beneficiaries for a job of 6 months) in order to meet the high demand of youth needs.

❖ **UNRWA Technical and Vocational Education training programme- TVET**

The UNRWA TVET programme was established in 1953 through the Gaza Training Centre (GTC) in Gaza governorate that was followed by the Khan Younis Training Centre (KYTC) in Khan Younis governorate in 2007, to prepare and implement specialized and diversified technical and vocational programmes in order to meet the needs of local and regional markets and cope with the latest developments, as well as to empower the Palestine refugee youth through the provision of the needed knowledge, skills and attitudes so they become independent adults and achieve their full potential. UNRWA TVET centers offer three major training schemes:

- Regular semi-professional/technical courses of two-year duration with diploma degree in its different fields. These courses are offered at the post-secondary school level for those who have successfully completed grade 12 of schooling.
- Regular trade/vocational courses that are given on either one-year duration (skilled laborer level) or on two years duration (craftsman level), and provide the diploma degree in its different courses. These courses are offered at post-preparatory school level for those who have successfully completed grade nine of schooling.
- Short-term courses, or community service courses that focus on improving/developing one competency in a certain field and they provide certificate for attending the course. These courses are being provided over a period of 8-40 weeks.

All these courses cover a range of specializations at different levels, such as: construction works, plumbing, refrigeration maintenance, electrical installations, auto electrical and electronics systems, carpentry, hair dressing and fashion design, graphic design, office practice administration, nursing, medical records, physiotherapy, internet and computer network, etc.

Enrollment to TVET programmes starts with disseminating an announcement across the Gaza Strip offering the training courses available at the TVET centers. Applications are then collected, verified against certain criteria, including poverty status, and then a list of prospective students is prepared accordingly. Prospective students are checked afterwards for their general and physical health fitness in order to determine their suitability for the subject course, and once they pass these checks, they become regular or 'intake' students.

UNRWA Gaza field office operates two Vocational Training Centers (VTCs) in the middle area (Gaza Training Centre) and in the south (Khan Younis Training Center) for approximately 1,700 refugee trainees. The training centers equip students with skills that allow them to succeed in their future careers by providing the trainees with career guidance and job placements.

The two training centers provide approximately 35-40% of all two-year technical and vocational training programmes available in the Gaza Strip.

"Two students from Gaza Training Centre (GTC), Graphic Design division, Saher Abduihameed –won the first prize in project under the name "Abu Hamid Olive Oil" and Ahmed Al-Zoum- won the second prize on project under the name "Abu Hamid Nuts". In the Arab Students Star Park competition 2017 organized by United Nations Industrial Development Organizations (UNIDO) and LibanPack"⁴.

❖ **Job Creation Programme (JCP)**

UNRWA also addresses high unemployment through its Job Creation Programme (JCP) and Graduate Training Programme (GTP) by generating opportunities, which provides measure of stability through short-term employment opportunities, designed to ease the impact of widespread poverty, positively impact economic recovery and decrease the dependency of beneficiaries on emergency assistance.

Eligibility Criteria for the Job Creation Programme (JCP):

- All refugees eligible for UNRWA services are eligible to apply for a JCP position except when the applicant has a permanent job such as working for UNRWA, the PA or any other employer;
- Only applicants whose families have been identified as abject or absolute poor through UNRWA's PMTF based poverty benchmarking mechanism will be eligible for nomination to job opportunities. However, for skilled and professional candidates, in case no poor applicant can be found for a particular job in a particular area, non- poor unemployed candidates may be considered;
- The date of application determines the place in the nomination queue for these eligible (poor) applicants;
- All family members between 18 and 60 years of age may apply at any one time. Applicants aged between 60 and 65 may also apply if there is no other eligible person on his/her ration card;
- Only one family member may be employed under the program at any one time;
- In order to ensure that opportunities are offered on a first come/first served basis across specializations, eligible applicants with a specialization that is not in demand will have their files linked to generic jobs that are more in demand;
- There must be a minimum of six months between the expiration of a contract for a family and the signature of a new contract.

Contract cycle and conditions:

Once the candidate is selected, the duration of the contract depends on the job. There are two categories of contracts to be addressed under the subject project:

- Unskilled: three months duration.
- Skilled: Six to twelve months duration.

⁴ Gaza situation report 196

Salary Scale:

Job Category	Working days	Current daily rate USD	Proposed daily rate EUR*
	5/week		
Unskilled	22	\$12.00	10.17
Skilled	22	\$17.00	14.4

* based on UNRWA temporary rate of exchange for the month of 15 August 2017 (0.847 EUR)

PROJECT DESCRIPTION

The project aims at strengthening human capabilities for increased livelihood opportunities; where access to vocational and technical education will be sustained for vulnerable Palestine refugee youth in Gaza Strip and temporary needed jobs will be created to serve poor refugees (both skilled & unskilled). It is worth mentioning that the temporary created jobs will be placed within the two TVET centers at Gaza Strip to meet the increasing demands for support services associated with the running operations of the two centers – including but not limited to : trainers, monitors, counselors, technicians, cleaners, kitchen workers,etc.

General Objective: Refugees lead a long and healthy life, are knowledgeable, have a decent standard of living and enjoy human rights.

Specific Objective / Outcome:

SO1: Mitigate the effects of emergencies on youth through skill and capacity building training offered by vocational and technical education centers.

SO2: Increase Palestine refugee youth employability in Gaza's competitive labour market.

Outputs/Expected Results:

Through this intervention, the Agency will be able to produce the following results:

Result 1: Build competencies and increase employability for vulnerable Palestine refugees.

Provide around 1,700 vulnerable and marginalized Palestine refugees registered with UNRWA TVET centers in Gaza and Khanyonus with vocational training that leads to the acquisition of skills relevant to the labour market and thus, increasing their employability opportunities and build their self-esteem.

Activity 1. 1: Dissemination and announcement across the Gaza Strip of the training courses available at the TVET centers.

Eligibility for Applying to Trade (Vocational) Courses:

The student who has at least preparatory certificate (9th grade) can apply for studying in the trade courses under the following conditions:

1. The candidate should be Palestinian refugee registered with UNRWA.
2. The candidate holds the school certificate at the end of the school year immediately proceeding the academic year in which the course is commenced.
3. The candidate must not exceed 19 year old.
4. The candidate has to pass the physical fitness tests and placement interview.

Priority for admission is given to poor candidates, and those who score the highest marks as stated in the ETI/13/2001

Eligibility for Applying to Technical Courses:

The secondary certificate holders (12 grades) can apply for study in technical courses under the following conditions:

1. The candidate should be Palestinian refugee registered with UNRWA.
2. The candidate holds the Secondary certificate at the end of school year immediately preceding the academic year in which the course is commenced.
3. The candidate must not be older than 22 years.
4. The candidate has to pass the physical fitness tests and placement interview.

Priority for admission is given to poor candidates, and those who score the highest marks as stated in the ETI/13/2001

Activity 1.2: Collection and verifications of the applications.

Applications are collected, verified against certain criteria, including poverty status by the registration unit at the training center in cooperation with the pertaining departments (Education, Relief and Social Department, and Human Resources).

*Activity 1.3: Preparation of the final list of selected students is prepared after the verification against the criteria.**Activity 1.4: Checkup of selected students.*

Selected students are checked afterwards for their general and physical health fitness in order to determine their suitability for the subject course. The general fitness will be checked by the respective technical instructor for each course while the physical fitness will be conducted via referral to the nearest UNRWA health center.

Activity 1.5 Registration and enrollment of the selected students.

Selected students who passed the medical checkup are registered and enrolled by the registration department who will then record the students' info into the registration database.

Activity 1.6: Provision of vocational training to approx. 1,700 Palestine refugees.

The course are linked to the assessed needs in the local labour market and aimed at increasing employability for the graduates. The courses offered will be:

Courses in UNRWA TVET		
Trade (Crafts) level / المستوى المهني		
1	CFM	Carpentry and Furniture Making
2	GEI	General Electrical Installations
3	AES	Auto Electrical Systems
4	AVEM	Audio and Video Equipment Maintenance
5	DCEM	Diesel & Construction Equipment Mechanic
6	AUTM	Auto Mechanic
7	MW	Machining and Welding
Trade (skilled) level / المستوى الماهر		
1	WDM	Wooden Doors Making

2	EWU	Engraving on Wood and Upholstery
3	MPW	Masonry & Plastering Works
4	S&RW	Shuttering and Reinforcement Works
5	TCW	Tiling & Ceramic Works
6	GPW	Gypsum and Painting Works
7	PLUM	Plumbing
8	MRS	Maintenance of Refrigeration Systems
9	MACS	Maintenance of Air Condition Systems
10	HSM	Heating Systems Maintenance
11	OEM	Office Equipment Maintenance
12	CMN	Computer Maintenance & Networking
13	ABR	Auto Body Repairing
14	ABP	Auto Body Painting
15	SMW	Smithary Metal Works
16	AFW	Aluminum Fabrication Works
Semi-professional) level) Technical المستوى التقني		
1	FDGP	Fashion Design and Garment Production
2	GD	Graphic Design
3	AE	Architectural Engineering
4	BOP	Business & Office Practice
5	ES	Executive Secretary
6	CE	Civil Engineering
7	ME	Mechanical Engineering
8	TELE	Telecommunications
9	CIT	Computer In Technology
10	EAC	Electronics and Automated Control
11	MECE	Mechatronics
12	PDB	Programming & Database
13	CNI	Computer Networks & Internet
14	PHYS	Physiotherapy
15	FPT	Food Processing
16	SH	Safety & Higiene

Result 2: Increased number of beneficiaries who will benefit from JCP opportunities over a period of 12 months at the two TVET Centers (Gaza and Khan Younis).

Approximately 414 direct beneficiaries (and approximately 2,150 dependents) will benefit from JCP opportunities over the period of project implementation (12 months).

A total of 148 beneficiaries will be awarded 'unskilled' job opportunities through 3 months contracts and a total of 266 beneficiaries will be awarded 'skilled' job opportunities through 6 months contracts.

Activity 2.1: Needs assessment of the short-term Jobs across Two Vocational Centres and programmes.

Survey of needs across the two TVET centres services to update a list of needed critical, essential and surge posts categorized as unskilled, skilled to meet the training needs of the centres.

Sample of unskilled jobs	Sample of unskilled jobs
	Technician – electric maintenance
Guards	Technician – smithy & welding
Cleaners	Nurse
Kitchen workers	Sport trainer
Attendants	counsellor

Activity 2.2: Identification and contracting of beneficiaries for standard Job Creation Activities.

All applicants fulfilling eligibility criteria (mentioned above) are included in the JCP database. Applications are considered on a first come/ first serve basis; therefore, the date of application determines the place in the nomination queue for the eligible applicants. Full transparency of the process is guaranteed by UNRWA Regulatory Framework of the Programme.

Activity 2.3: Work placement in the Two Centres.

Following the nomination process, beneficiaries sign individual job contracts, which describe all rights and duties of the beneficiaries in terms of daily wages, working hours, commitment and code of ethics. Consequently, s/he is assigned to a post. The duration of the contract depends on the type of job and skills level required (unskilled – three months; skilled – six months).

Activity 2.4: Supportive supervision and monitoring of performance and attendance of short-term workers.

The Education department and the Job Creation Programme will be implementing the project – JCP monitors will be hired to monitor the attendance, performance and safety of the short-term workers.

PROJECT MANAGEMENT

The overall management of the project is the responsibility of the UNRWA Education department, in close coordination with the Job Creation Programme.

In line with the normal practice, an internal UNRWA steering committee comprised of JCP manager, Project Officer and TVET will be established to ensure oversight of the workplan and logframe. The donor representative will participate in the kick-off meeting to outline and validate the workplan and the logframe and following coordination with the Field Projects Office and HQ-External Relations & Communication Department. The donor representative will also participate in a "mid-term" review meeting and another "Close-out" meeting to identify the lessons learned and investigate project extension.

REPORTING

The Donor Relations and Project Support Office in Gaza Field is responsible for the preparation of funding proposals in conjunction with donor agencies, as well as liaising with the implementing programmes to ensure compliance with donor regulations and grant agreement guidelines. Furthermore, the grant shall be administered in accordance with UNRWA financial regulations. Reporting will be through UNRWA External Relations and Communications Department. The Agency will submit final narrative and financial statement to the Government of Italy within three months of the project's completion. The report will include a reflection of the utilization of the funds, together with a breakdown of the expenditure.

ASSUMPTIONS AND RISK MANAGEMENT

- No drastic deterioration in the political or security situation in the Gaza Strip;
- No closure in the commercial crossings that could impede the import of materials for visibility;
- UNRWA – TVET are able to find available and motivated workers for the positions;
- The local banking sector functions properly to distribute cash payments to beneficiaries;
- No further detrition in US Dollar/ New Israeli Shekels exchange rate.

UNRWA Safety and Security Division (SSD) works with UN Department of Safety and Security (UNDSS) to closely and continuously monitor the political and security situation to allow, where possible, a pre-emptive planning in case of any conflicts or escalations.

MONITORING

Monitoring the project's activities will be carried out jointly by UNRWA Education Department with support from Job Creation Program staff and Monitoring and Evaluation Unit.

VISIBILITY

Contribution from the donor will be made known to the beneficiaries, to local authorities and NGOs, and to the donor community through the public information materials produced by the Agency on its activities which includes posting on the UNRWA website, media coverage (press release, public information materials produced by the Agency such as banners, hats with donor's logo to be distributed among the JCP beneficiaries and if feasible, a short video highlighting the implementation).

SUSTAINABILITY

Through this project the two TVET Centers will be furnished with needed staff which will assist in upgrading the competencies to meet the evolving market needs in the Gaza Strip and through the Job Creation Programme intervention, UNRWA enforces Article 25 of the Universal Declaration of Human Rights, which states that 'everyone has the right to a standard of living adequate for the health and well-being of himself and of his family, including food, clothing, housing and medical care and necessary social services, and the right to security in the event of

unemployment, sickness, disability, widowhood, old age or other lack of livelihood in circumstances beyond his control'.

TREATMENT OF UNUTILIZED FUND BALANCE, EXCHANGE RATE FLUCTUATIONS

Before the completion of the project, any unutilized balance that may emerge will be utilized within the overall objectives and activities of the project. Similarly, any gains/losses that may emerge due to exchange rate fluctuations or any reductions in the requested grant amount will affect the scope of the proposed project activities and will be reported to the Government of Italy with actual expenditure and figures through the final narrative and financial report in due course.

BUDGET

	Description	Unit	Quantity	Unit cost (US\$)	Duration in months	Total Cost (US\$)	Total Cost (EUR)
A	TVET – Result 1						
	Staff Costs					719,808	609,677
	Salaries Vocational & Technical Trainers	Trainer	46	1,304	12	719,808	609,677
B	JCP– Result 2						
	JCP/Hiring					714,120	604,860
	Unskilled jobs opportunities - 3 months contracts - 37 position for 4 rounds per year - positions- labour/cleaner- kitchen worker	Persons	148	264	3	117,216	99,282
	Skilled jobs opportunities- - - 6 months contracts - 133 position for 2 rounds per year -positions: monitor, technician , support staff (nurse, counsellor, librarian)	Persons	266	374	6	596,904	505,578
C	Visibility					1,982	1,679
	Donor Visibility - Short Multimedia - T-Shirts & Caps	Lump Sum	1	1,982		1,982	1,679
	Total Costs (A+B+C)					-1,435,910	1,216,216

	Indirect Support Cost (ISC) at 11%					157,950	133,784
	Grand Total					1,593,860	1,350,000

*Equivalent to EUR 1.35 million based on UNRWA rate for the month of 15 August 2017 (0.847 EUR).

Staff cost breakdown

S/No.	Trainer's Specialization	No of trainers	Grade	Center	Unit cost (US\$)	Duration in months	Total Cost (US\$)
1	Carpentry and Furniture Making	2	11	GTC	1,304.00	12.00	31,296
2	General Electrical Installations	4	11	GTC	1,304.00	12.00	62,592
3	Auto Electrical Systems	2	11	GTC	1,304.00	12.00	31,296
4	Audio and Video Equipment Maintenance	2	11	GTC	1,304.00	12.00	31,296
5	Diesel & Construction Equipment Mechanic	2	11	GTC	1,304.00	12.00	31,296
6	Auto Mechanic	3	11	GTC	1,304.00	12.00	46,944
7	Machining and Welding	4	11	GTC	1,304.00	12.00	62,592
8	Engraving on Wood and Upholstery	2	11	GTC	1,304.00	12.00	31,296
9	Masonry & Plastering Works	1	11	GTC	1,304.00	12.00	15,648
10	Shuttering and Reinforcement Works	1	11	GTC	1,304.00	12.00	15,648
11	Tiling & Ceramic Works	1	11	GTC	1,304.00	12.00	15,648
12	Gypsum and Painting Works	1	11	GTC	1,304.00	12.00	15,648
13	Plumbing	1	11	GTC	1,304.00	12.00	15,648
14	Maintenance of Air Condition & Refrigeration Systems	2	11	GTC	1,304.00	12.00	31,296
15	Heating Systems Maintenance	1	11	GTC	1,304.00	12.00	15,648
16	Office Equipment Maintenance	1	11	GTC	1,304.00	12.00	15,648
17	Computer Maintenance & Networking	1	11	GTC	1,304.00	12.00	15,648
18	Auto Body Repairing	1	11	GTC			15,648

					1,304.00	12.00	
19	Auto Body Painting	1	11	GTC	1,304.00	12.00	15,648
20	Smithary Metal Works	1	11	GTC	1,304.00	12.00	15,648
21	Aluminum Fabrication Works	1	11	GTC	1,304.00	12.00	15,648
22	Aluminum Fabrication	1	11	KYTC	1,304.00	12.00	15,648
23	Smithery & Welding	1	11	KYTC	1,304.00	12.00	15,648
24	Carpentry - Furniture	1	11	KYTC	1,304.00	12.00	15,648
25	Carpentry - Doors Making	1	11	KYTC	1,304.00	12.00	15,648
26	Building Shuttering	1	11	KYTC	1,304.00	12.00	15,648
27	Masonry	1	11	KYTC	1,304.00	12.00	15,648
28	Tiling	1	11	KYTC	1,304.00	12.00	15,648
29	Plastering	1	11	KYTC	1,304.00	12.00	15,648
30	Electrical wiring	1	11	KYTC	1,304.00	12.00	15,648
31	Painting & Gypsum Works	1	11	KYTC	1,304.00	12.00	15,648
32	Plumbing	1	11	KYTC	1,304.00	12.00	15,648
Total		46					719,808

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ANNEX 1 LOGICAL FRAMEWORK

Intervention Logic	Indicators	Targets	Sources of Verification	Assumptions
Result 1: Build competencies and increase employability for vulnerable Palestine refugees.	# of vulnerable youth refugees who will be trained and received specialized services through 46 vocational and technical education trainers (students)	1,700	Records and registration centres in courses at both GTC	
	# Of potential graduates who are able to join the labour market.	1,700		
	# of TVET training courses offered to students.	43		- No drastic deterioration in the political or security situation in the Gaza Strip
Activities: Activity 1.1: Dissemination and announcement across the Gaza Strip of the training courses available at the TVET centers. Activity 1.2: Collection and verifications of the applications. Activity 1.3: Preparation of the final list of selected students is prepared after			Registration records from the two VCs.	- No closure in the commercial crossings that could impede the import of materials for visibility - UNRWA – TVET are able to find available and

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UNITED NATIONS RELIEF AND WORKS AGENCY FOR PALESTINE REFUGEES IN THE NEAR EAST



the verification against the criteria. Activity 1.4: Checkup of selected students. Activity 1.6: Provision of vocational training to approx. 1,700 Palestine refugees. Activity 1.5 Registration and enrollment of the selected students.				motivated workers for the positions - The local banking sector functions properly to distribute cash payments to beneficiaries - No further detrition in US Dollar/ New Israeli Shekels exchange rate...
Result 2: Increased number of beneficiaries who will benefit from JCP opportunities over a period of 12 months at the two TVET Centres (Gaza and Khan Younis)	# of total beneficiaries who will benefit from JCP opportunities over a period of 12 months # of beneficiaries who will be awarded 'unskilled' job opportunities through 3 months contracts # of beneficiaries will be awarded 'skilled' job opportunities through 6 months contacts	Approximately 414 direct beneficiaries (and dependents) (280 at GTC & 134 at KYTC) 148 (37 jobs each 3 months for 4 rounds/year) 266 (133 jobs each 6months for 2 rounds/year)	Lists from JCP department and VTCs attendance sheets	

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Activities: Activity 2.1: Needs assessment of the short term Jobs across Two Vocational Centres and programmes Activity 2.2: Identification and contracting of beneficiaries for standard Job Creation Activities Activity 2.3: Work placement in the Two Centres Activity 2.4: Supportive supervision and monitoring of performance and attendance of short-term workers.				
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ANNEX 2: WORK PLAN

			2018-2019			
Ref	Activities	Responsible	Q2 2018	Q3 2018	Q4 2018	Q1 2019
Result 1: Build competencies and increase employability for vulnerable Palestine refugees						
1.1	Activity 1.1: Posting/Disseminating announcement across the Gaza Strip offering the training courses available at the TVET centers	TVET Management	x	x	x	x
1.2	Activity 1.2 applications are then collected, verified against certain criteria, including poverty status	TVET management + RSSP + HR	x			
1.3	Activity 1.3: List of selected students is prepared.	TVET Management	x			

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1.4	Activity 1.4: Selected students are checked afterwards for their general and physical health fitness in order to determine their suitability for the subject course	Technical Instructors	X				
1.5	Activity 1.5: Registering and enrolling the selected students who passed the medical	TVET Management.	X				
1.6	Activity 1.6: Provision of relevant vocational and technical training to 1,700 Palestine refugees	TVET Management.	X	X	X	X	X
Result 2: Increased number of beneficiaries who will benefit from JCP opportunities over a period of 12 months at the two TVET Centers							
2.1	Needs assessment of the short term Jobs across Two Vocational Centers	TVET and JCP Management	X				

[illegible]

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UNITED NATIONS RELIEF AND WORKS AGENCY FOR PALESTINE REFUGEES IN THE NEAR EAST



		Management				
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*The work plan is indicative and subject to change upon the time the Agency receives the contribut