

# RRP 2023

## Project submission

### Scope of the Response

The Country RRP includes the response delivered by UN Agencies and civil society and other relevant stakeholders in the country. This goes from humanitarian assistance to medium-term responses focused on resilience and solutions.

It should be noted that the RRP is not itself a (pooled) fund and having activities in an RRP is not a guarantee of receiving funding.

Nonetheless, it is important to keep in mind that donors rely on RRP information when allocating/disbursing funds, and it also supports collective advocacy towards resource mobilization. Even if you are funded, we request you to submit your project to the RRP to ensure a comprehensive overview of the response by all actor and proper coordination.



## Timeline



17 October

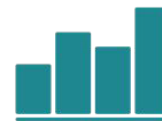
RRP Submission Matrix will be shared with RCF Partners.

Project Submission Workshops (online)



23 October

Deadline for Partners to share RRP Submission Matrix filled with the Inter-Agency Coordination Team.



26 October

Submission of ballpark figures to UNHCR Regional Office (Planning Figures, Targets and Funding Requirements)

In November, an online platform (ActivityInfo) will be open where there will be a possibility to adjust project submissions.



## Project submission template



Two parts:

- General Project information
- Detailed activity submission

### General project information

- Organization name;
- If "other", please input the name;
- Type of organization;
- If "other", please input the type;
- Are you formally registered in Moldova?
  
- Focal point name;
- Focal point email;
- Focal point position;
- Other contact details;
- General project description(You can prepare this section in word and paste in this template)

## Detailed activity submission

### Who:

Organization	Please select your organization from a dropdown list. In case your organization is not in the list, in the end, there is an option to select "other".
Other organization	The cell is locked for editing until selected "other" for organization field in the previous column. If selected "other" for previous question, the cell fill will change from black to white.
Mode of implementation	Simple choice: direct implementation (including through contractors) or through partners.
Implementing Partner(s)	Please indicate the partner organizations that will implement the project. If you are a partner organization, please do not submit activities that will be funded by another mandating agency.



## Detailed activity submission

### What:

Sector	Please select a sector of the intervention from the dropdown list. The sector are aligned with the working group structure in Moldova. One project
Activity	Please select activities within the selected sector. If you decided to change the sector, please erase your selection of activities, change the sector, and then select activity again.
Indicator	Please select the indicators within the selected activities. If you decided to change the activity, please erase the selected indicator, change the activity, and then select a different indicator.
Description (activity)	This is an open text field. Please feel free to add any details on the projects you plan to implement.
Modality	Please select if applicable. The modalities foreseen are cash, vouchers, and in-kind.
Value of Cash/voucher instalment	Indicate this only if the modality of the activity is cash or vouchers.

Activities and indicators under each sector are validated within sector-specific consultations.



## Detailed activity submission

### Financial requirements:

Activity Cost (in US Dollars)	Please indicate the total direct cost of the activity per all the beneficiaries of the activity. If there is no possibility to split between the direct and indirect costs, please indicate both in this column and leave the next column blank.
Administrative Cost (in US Dollars)	Please indicate the total indirect cost linked to this activity (staffing, administrative fees, overheads, etc.). If there is no way to separate the administrative costs from the direct costs of the activity, please leave this column blank.
Funding Secured	This is optional. Please select "yes" or "no" from the dropdown list based on the status of your bilateral funding request process.



## Detailed activity submission

### Beneficiaries:

If activity targets people:

- Beneficiary Type: host population, refugees;
- Total beneficiaries targeted (**mandatory**);
- Age/gender disaggregations – if applicable;
- % of People with disabilities

If activity targets communities, objects, etc.:

- Other beneficiaries by type;
- Number of other beneficiaries



## Detailed activity submission

### Where:

District	Please select raion (admin 1) from the dropdown list. If the activity takes place in various raions, please input them in the new line. Please note that there is no "countrywide" option. If you are uncertain of the split of beneficiaries, please select "Chisinau" as a technical workaround, there will be a possibility to adjust location during November 2022.
Addition location details	This an open text field. Here you can specify admin 2 levels if applicable or provide some comments related to the activity.



## Detailed activity submission

### How to submit:

In order to submit the projects, please send the completed template to Moldova Refugee Coordination Forum [mdachrcf@unhcr.org](mailto:mdachrcf@unhcr.org), keeping in copy Diego Nardi ([nardid@unhcr.org](mailto:nardid@unhcr.org)), Catalina Sampaio ([sampaioc@unhcr.org](mailto:sampaioc@unhcr.org)), and Yurii Arnautov ([arnautov@unhcr.org](mailto:arnautov@unhcr.org)). Please indicate the “**RRP2023 project - \*Organization name\*** ...” in the subject of the email.



# Q&A

REFUGEE  
COORDINATION  
FORUM  
COORDINATION

If you have questions or need further information you can write UNHCR's Inter-Agency Coordination team, to [mdachrcf@unhcr.org](mailto:mdachrcf@unhcr.org), to [nardid@unhcr.org](mailto:nardid@unhcr.org) and [sampaioc@unhcr.org](mailto:sampaioc@unhcr.org).

