



National Youth Strategy & Action Plan

Project Initiation Document



PLAN INITIATION (PID)

United Arab Emirates

Project Title: National Youth Strategy (NYS)

Project ID: /xxxxx

Expected CP Outcomes: The production of project document Draft for (National Youth Strategy and Action Plan) by the joint commission, the MCYCD designated project manager and UNDP project coordinator

Expected Output(s): Comprehensive Project Document

Executing Entity: Ministry of Culture, Youth and Community Development (MCYCD); United Nations Development Programme (UNDP-UAE)

Implementing Agencies: UNDP

Project Description

Objective: The development of a framework for setting the National Youth Strategy and a outline of steps needed for developing National Youth Strategy Action Plan under the umbrella of the Ministry of Culture, Youth, and Community Development (MCYCD).

Description: Since this is a pioneering project to be implemented for the first time in the UAE, a consultancy is requested to:

Conduct desk review in consultation with the MCYCD, UNDP and relevant stakeholders;

Formulate a Draft Project Document for NYS and its related framework for action plan;

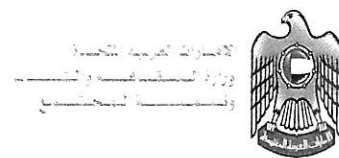
Assist during this mission in all the steps leading to the initiation of the proposed NYC, including, workshops and implementation steps presented in a Result t Management frame;

Draft a monitoring and evaluation framework for all activities, ensuring quality implementation and alignment with work plans and project documents

Programme Period:	2013 – 2014	Total resources required	US \$	19, 185.00
Key Result Area (Project Document Draft)	_____	Or	AED	70,464.66
Atlas Award ID:		Total Budget Increased	US \$	
Start date:	10 December 2013	Total allocated resources:		
End Date	20 December 2013	• Government		\$ 19, 185.00
PAC Meeting Date				
Management Arrangements	Joint Commission			

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Agreed by the Government (MCYCD)

Agreed by the United Nations Development Programme (UNDP)

Review

Reviewed by	Name	Organization	Date
Aysha Al Kaabi	Programme Analyst Democratic Governance	United Nations Development Programme in UAE	8 Dec. 2013
Dr. Badr Aboul-Eya	MCYCD	Ministry of Cultural Youth and Community development in UAE	8 Dec. 2013

Approved by:

Date: 8 Dec.2013

Sayed Aqa
United Nations Resident Coordinator
& United Nations Development Programme Resident Representative in UAE
(Covering Qatar & Oman)

Date: 8 Dec.2013

Afra Mahamed
Ministry of Cultural Youth and Community development in UAE



Objective, outcomes, duration of the Consultancy

In the process described above, UNDP will provide a consultancy in the field of youth development and strategy formulation in the form of one mission by a renowned international consultant for the total duration of (10) ten days, (6) six out of ten spent in the UAE.

The objective of the consultancy is to deliver international experience and present a comprehensive draft document project on the steps to be taken for the formulation and implementation of a National Youth Strategy and its related action plan in consultation with partners and relevant stakeholders.

The main outcomes, outputs and activities that are intended to serve this purpose are represented in the following:

Outcome 1:

The Production of project document draft by the UNDP Consultant and the MCYCD designated project manager

Output 1

Report on the Assessment of the situation. This output will contribute to the main Outcome (NYS and Action Plan) which will be achieved later when a full-fledged Project is implemented.

Activities:

- 1.1 Present international experience on youth strategies and development.
- 1.2 Collect, share and maintain knowhow, expertise and best practices and guidelines and conduct consultations with stakeholders.
- 1.3 Review operational policies, standard and specification.
- 1.4 Review the execution of youth initiatives at the federal and emirates level
- 1.5 Prepare a presentation to the MCYCD authority, relating the finding and recommendations

Output 2

An agreed upon project document including work plan and budget

Activities:



2.1 Based on output1 and initial feedback, Draft an initial logical framework and project document for discussion.

2.2 Consolidate feedback, and prepare a major presentation on a draft NYS and action plan based on initial assessment and best practices in order to improve the situation of Youth in the UAE, and how UNDP can help based on its comparative advantage.

2.3 Draft a detailed work plan and budget to reflect the needed resources to be mobilized to support the MCYCD with the preparation of project document for approval by the relevant UAE authority.

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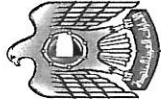
Outputs	Impact and intended results	Indicative activities	Type of activity	Input/ Timing	Cost
<p>1. Assessment of the situation and presentation to the joint commission.</p>	<p>Agreement about assessment and approval to move forward by the joint commission.</p>	<p>1.1 Presenting international / comparative experience on youth development and strategies including best practices</p> <p>1.2 Design and implement a consultation process involving –</p> <ul style="list-style-type: none"> Meet with government counterpart and other relevant stakeholders for consultation on setting the framework for developing the national youth strategy, and developing content of the draft strategy project document Provide brainstorming and training to the Ministry staff on elements and methodologies of a National Youth Strategy Develop a short manual to assist any future systematic consultation of all key Government and NGO agencies, during the project formulation and implementation. Assist in the formation of a Youth Advisory Committee. In-depth review of all key national documents relevant to youth. <p>1.3 Review operational policies, standard and specification.</p>	<p>Desk Review</p> <p>Desk and Field Visit</p> <p>Desk work</p>	<p>UNDP Expert for 6 days expected on 10 December 2013</p>	<p>\$800 /day Travel(Dij): Dhrs30,000 DSA: Dhrs9,018.2 9</p>

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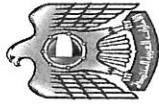
		1.4 Review the execution of youth initiatives at the federal and local levels	Desk and Field	
		1.5 Preparing a presentation to MCYCD authority, relating the finding and recommendations	Presentation	
2. An agreed upon draft project document.	The development of NYS and action plan	2.1. Based on output 1 and initial feedback, Draft an initial logical framework and project document for discussion.	Desk work and Presentation	UNDP Expert for 4 days \$800/day

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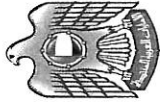
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وتنظيم العمران

		<p>2.2. Consolidate feedback and prepare a major presentation including:</p> <ul style="list-style-type: none"> • Introduction • Situation of Emirati young people • Strategy Vision statement • Strategy Guiding Principles • Strategy Goals • Key Strategies • Implementation Structures • Proposed process for finalization • Hold discussions with possible implementing agencies of the different components of the work plan • Plan a National Conference on the proposed National Youth Strategy • Provide Zero draft of the NYS Project Document as per UNDP standards 	Desk work		
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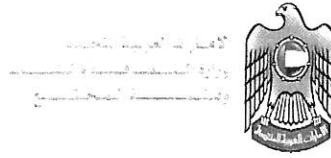


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Ministry of Planning and Economic Development

		2.3 Develop a detailed work plan and budget reflecting the needed resources to be mobilized to support identified activities. Draft a monitoring framework for all activities ensuring quality implementation and alignment with work plans and project documents;			
		2.4 Preparation of Draft Project Document for signing.			

	Duration	Man/days	AED
Total		10	68,412.29
Contingency			
UNDP CO Fees			2,052.37
			AED
			70,464.66
			OR
			\$19, 185.00
GRAND TOTAL			

Wiss
GFA



Management Arrangement

The project will be nationally-executed through the MCYCD. A designated Project Manager will be in charge of the management of this project and will be the coordination focal point with UNDP.

The amount estimated in the budget (US \$19, 185.00 or AED 70, 464.66) will be deposited with UNDP. Thereafter, payments for items identified in the project matrix (budget) will be made by UNDP. A financial report will be submitted to the joint Commission at the end of the project for the purpose of review and endorsement. In the event that both parties decide to close this project and certain funds remained unutilized, UNDP will return the unutilized balance, after clearing all contractual commitments, to the MCYCD or transfer to a full-fledged project depending on the preference of the MCYCD.

The budget is subject to review as needs arise and there is enough flexibility to transfer among project budget sub lines.



التاريخ 11 ديسمبر 2013 م

سعادة عفران الصابري
وكيل وزارة الثقافة والشباب وتنمية المجتمع بالإمارة

السلام عليكم ورحمة الله وبركاته،

الموضوع: الإستراتيجية الوطنية للشباب وخطة العمل

يسعدني الإشارة إلى وثيقة بدء المشروع للإستراتيجية الوطنية للشباب وخطة العمل، والتي تم التوقيع عليها في 10 ديسمبر 2013 م.

وحتى يتسنى لبرنامج الأمم المتحدة الإنمائي بدء تنفيذ المهمة ودفع تكاليف الخبير، نرجو من سعادتكم تسديد المساهمة المالية ومقدراها 19,185.00 دولار أمريكي، حسبما ينص على ذلك جدول المدفوعات المرفق بوثيقة المشروع.

عليه أرجو إفادة سعادتكم بأن الأنظمة المالية لبرنامج الأمم المتحدة الإنمائي تفضي بالتسديد المبكر للمساهمة الحكومية في النفقات. وسوف يغطي هذا المبلغ أنشطة المشروع المتعلقة بحجز تذكرة الخبير وإقامته السكنية بالإضافة إلى أتعابه و 3% رسوم مكتب الأمم المتحدة الإنمائي في أبوظبي. علماً بأن المشاركة في النفقات يتم تسديدها بإصدار شيك مصرفي باللغة الإنجليزية لأمر برنامج الأمم المتحدة الإنمائي وإرساله إلى مكتب البرنامج في أبوظبي.

لذا أرجو موافقتنا بالمبلغ المطلوب شاكرين لكم حسن تعاونكم.

وتفضلوا بقبول خالص تحياتنا،



د. سيد آغا
المنسق المقيم للأمم المتحدة
الممثل المقيم لبرنامج الأمم المتحدة الإنمائي

الأخ / عبدالرحمن بن سعيد
لائقاً باللائم
والشكر