

**Annual Work Plan**  
**Country: Armenia**

**UNDAF Outcomes 2:**

Democratic governance is strengthened by improving accountability, promoting institutional and capacity development and expanding people's participation.

**Expected CP Outcome 2.2:**

Capacity at different levels of governance to enhance transparency, accountability and inclusiveness is improved.

**Expected CP Output 2.2.2:**

Capacities of LSGs for accountable and improved planning, management and delivery of public goods and services strengthened.

**Implementing partner:**

Ministry of Territorial Administration

**Responsible parties:**

Ministry of Territorial Administration

**Other Partners:**

Municipality Of Yerevan, Local self- governments, Regional Governor Offices,

In 2014, UNDP Armenia will continue its work towards reducing poverty and fostering democratic governance, through supporting the Government's programmes and initiatives aimed at i) supporting local self-governing bodies for improving accountability and delivery of quality public services, ii) supporting citizens for meaningful participation in decision making and monitoring processes; iii) supporting national policy making in territorial administration and decentralization. In particular, in the area of local self-governance strengthening, UNDP will support the Ministry of Territorial Administration and LSGs to support the creation of inter-community unions and will continue introducing of community planning and monitoring processes.

UNDP will continue partnership with Municipality of Yerevan in the framework of "Beautiful Yerevan" project aimed at beautification of the city of Yerevan to promote tourism and implement public works.

The AWP will be the instrument referred to as the Project Document in Article 1 of the SBAA between the Government of Armenia and UNDP, signed on March 8, 1995 and ratified on February 9, 2000.

Deviation of expenses up to 15% is allowed between project activity budget amounts.

Programme Period: 2010-2014  
Programme  
Component: Democratic Governance  
Intervention Title: Capacity at different levels of governance to enhance transparency, accountability and inclusiveness is improved.  
Award/Project Code: 00011261-00011261;  
Duration: One year

2014

**Estimated annualized budget: 462,085 USD**

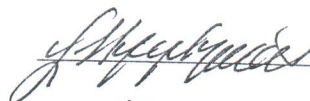
**Allocated resources:**

- UNDP: 18,000 USD
- Government: 361,304 USD
- ITALY: 4,300 USD
- FAF: 78,481 USD

**Agreed by Implementing Partner:**

Name: Vache Terteryan

Title: First Deputy Minister of Territorial Administration of RA



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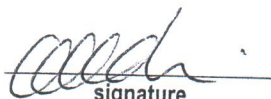
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**Agreed by UNDP:**

Name: Bradley Busetto

Title: UNDP Resident Representative



signature

03.01.2014

date



**Annual Work Plan Capacities of LSGs for accountable and improved planning, management and delivery of public goods and services strengthened. Year: 2014**

EXPECTED OUTPUTS <i>And baseline, associated indicators and annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Funding Source	Budget Description	Amount
<b>Community Development Project</b>									
<p><b>OUTPUT 2.2.2:</b> Capacities of LSGs for accountable and improved planning, management and delivery of public goods and services strengthened.</p> <p><b>Baseline:</b> Strategic planning and PB piloted in more than 25 municipalities. PB manual developed. Law on municipal service adopted in 2004, normative-regulatory framework in 2005-07. First mandatory trainings implemented in 2007. 24 social, cultural and economic infrastructures rehabilitated.</p> <p><b>Indicators:</b> <b>INDICATOR 3:</b> No. of social and economic infrastructures rehabilitated to improve public service delivery</p> <p><b>Targets:</b> ✓ 2 Socio-economic infrastructure rehabilitation projects identified, implemented and handover signed.</p>	<p><b>Activity 1.</b> <b>Rehabilitate and restore economic and social infrastructure in Yerevan city.</b></p>	x	x	x	x	MTA	FAF	72100 Contractual Services – Comp.	73 347
	1.1. Renovation of public parks in Nor Nork and Malatia Sebastia districts of Yerevan.						FAF	75100 F&A	5 134
	- Review of the technical designs by UNDP and the Municipality of Yerevan;						GVMT	72100 Contractual Services – Comp.	274 800
	- Approval of the technical designs by the Municipality of Yerevan;						GVMT	72200 Equipment&Furniture	20 000
	- Selection of construction and supervision companies;						GVMT	74500 Miscellaneous	2 000
	- Implementation and monitoring of the works;						GVMT	75100 F&A	8 904
	- Acceptance and handover of the works to the Municipality of Yerevan;								
	- Inauguration.								
	1.2. Procure machinery for Dilijan WWTP								
	- Preparation of the Technical Specifications in consultations with AWSC;								
- Procurement of the equipment;									
- Delivery, acceptance and handover of the equipment to AWSC.									
							<b>FAF SUBTOTAL:</b>	<b>78 481</b>	
							<b>GVMT SUBTOTAL:</b>	<b>305 704</b>	
							<b>ACTIVITY1 SUBTOTAL</b>	<b>384 185</b>	



Annex to Annual Work Plan  
**CP Outcome 2.2 Capacity at different levels of governance to enhance transparency, accountability and inclusiveness is improved**

**UNDP COUNTRY OFFICE SUPPORT SERVICES**

Reference is made to the Letter of Agreement signed between the Government of Armenia and UNDP as part of the 2010-2015 Country Programme Action Plan (CPAP) whereby the parties agreed that the UNDP country office will provide support services as described below:

	Description of services	Reimbursement amount based on the Universal Price List that UNDP uses for cost recovery with other UN Agencies (in USD)	UNIT
1	Payment Process	21.61	Per voucher
2	Credit card payment	24.46	Per transaction
3	New vendor creation in ATLAS	10.75	Per vendor
4	Payroll validation	21.68	Per person, quarterly
5	Leave monitoring	3.10	Per person, quarterly
6	SC recruitment, including	145.21	Per person
6a	Advertisement	29.04	
6b	Short listing	58.08	
6c	Contract Issuance	58.08	
7	IC recruitment, including	117.35	Per person
7a	Advertisement	23.47	
7b	Short listing	46.94	
7c	Contract Issuance	46.94	
8	Issue IDs	9.75	Per ID
9	F10 Settlement	17.33	Per item
10	Ticket request	18.77	Per ticket
11	Hotel reservation	8.44	Per booking
12	Visa request	15.39	Per person
13	Vehicle Registration	22.41	Per item
14	Procurement process involving local CAP or RACP/ACP	269.46	Per case
14a	Identification and selection	134.73	
14b	Contracting/Issue PO	67.36	
14c	Follow-up	67.36	
15	Procurement not involving review bodies	109.87	Per case
15a	Identification and selection	54.94	
15b	Contracting/Issue PO	27.47	
15c	Contract follow-up	27.47	
16	Disposal of equipment	136.94	Per lot