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Clearance Certificate Project Document (AWP) or Project/Budget Revision

SHORT TITLE: Efficient and Accountable Local Governance (EALG)

PROJECT NUMBER: Award ID: 00105480

Project ID: 00106748

(I) SUBMITTING PROGRAMME MANAGER: Azizul Haque Sarder
Capacity Development & Gender Officer and Project Coordinator, a.i EALG Project

I have checked, and hereby certify, the following:

1. Reasons and justification for this revision are clearly indicated on the cover page.
2. All relevant parties are in agreement with the revision:
 - As is indicated in the justification, or
 - As per signature(s) obtained on the cover page, or
 - As per written agreement as has been referenced in relevant signature block.
3. An analysis of the budget increase/decrease (in case more than \$10,000) has been made and is attached.
4. The cover page and budget are according to standard format.

Signature: Aziz

Date: 22/01/2020

(II) CLUSTER HEAD: Mahmuda Afroz, Portfolio Manager a. i.
Democratic Governance Cluster, UNDP- Bangladesh.

I have reviewed and hereby recommend approval of this Project Incitation Document/AWP/Budget revision

Signature: _____

Date: 26.01.20

Mahmuda Afroz
Portfolio Manager, a.i.
Governance Portfolio
UNDP Bangladesh.

(III) BUSINESS DEVELOPMENT & PARTNERSHIPS:

CLEARANCE FROM DESK OFFICER	CLEARANCE FROM ARR
<input checked="" type="checkbox"/> I have verified the attached submission and confirm that this PID/AWP/budget revision is in accordance with existing rules. <input type="checkbox"/> Justification for return <i>Kh. P. Zahid</i> Signature: _____ Date: <u>04.02.2020</u>	Recommendation for approval <i>[Signature]</i> Signature: _____ Date: <u>19.02.2020</u>

Recommended/Approved by DRR

Approved by RR/DRR

Note: Please return Approved Budget Revision to Business Development & Partnerships who retains original and forwards copy to Programme Manager concern for his/her file and submission to national and, if applicable, UN agencies.

Resubmitted on 02/02/2020 *Mamud*

United Nations Development Programme

Budget Revision- "G"



Bangladesh

UNDAF Outcomes(s)/Indicators(s) (Link to UNDAF outcome. If no UNDAF leave blank)	
Expected Outcome(s)/Indicator(s): (CPAP outcomes linked to the MYFF goal and service line)	CPD Outcome 2: Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups.
Expected Output(s) /Annual Targets: (CPAP outputs linked to the above CPAP outcome)	Output 1.2: National and local government have the capacity to implement urban and rural poverty policies and programmes. Output 2.3: The Government has the capacity to develop policies and carry out sectoral and geographical interventions in districts where inequality of progress is evident.
Implementing partner:	Local Government Division, LGD
Responsible parties:	LGD and UNDP

Brief Description

Efficient and Accountable Local Governance (EALG) is a joint initiative of Government of Bangladesh, LGD and UNDP in collaboration with SDC and DANIDA to support Upazila Parishad and Union Parishad to strengthen the capacities of local governments and other stakeholders to foster participatory local development service delivery for the SDGs. This project contains three components such as (1) Inclusive and Accountable Upazila Parishad (IAUZP), (2) Sustainable, Democratic Union Parishad (SDUP) and (3) Policy for Effective Local Governance (PELG). The first component has been designed to strengthen governance framework of Upazila Parishad for inclusive, effective and accountable planning and improved service delivery. Moreover, it will work to improve the financial management of Upazila Parishad for improved funding absorption capacity and accountability, strengthened downward accountability of the UZP Committees through effective and inclusive public engagement mechanisms and practices, and strengthened ability of Women Upazila Parishad Members to fulfil their role and duties in council work. The second component attempts to: i. strengthen the capacity of the Union Parishads to provide pro-poor, effective and accountable services; ii. make the Union Parishads (UP) more climate resilient through prioritizing resilience measures in the UP development plan; and iii. empower and institutionalize the space for the poor and marginalized citizens specially women to get engaged in the decision-making process of UP. The third component will provide policy support to the Government of Bangladesh for establishing effective local government irrespective of tiers.

Project activities have been expanded to Cox's Bazar district from 2019 for providing supports to the host communities after receiving additional fund from SDC. Similar activities will be implemented in the 12 Union and 2 Upazila Parishads of Cox's Bazar.

Programme Period: 5 years Programme Component: Economic growth and poverty reduction Project Title: Efficient and Accountable Local Governance (EALG) Award ID: 00105480, Project ID: 00106748 Project Duration: 2018 to 2022 Management Arrangement: National Implementation	Summary of UNDP and Cost-Sharing inputs [as per attached budget]		
	Original budget Budget -F	Revised Budget -G	Increase/(Decrease)
TRAC:	750,000	750,000	00
SDC:	4,017,294	4,017,294	00
DANIDA:	3,000,000	3,000,000	00
Government:	00	00	00
Unfunded:	00	00	00
Total	7,767,294	7,767,294	00

Justification for Budget Revision:

There is no change in the total project budget.

Amitavh Sarker
Additional Secretary
Local Government Division

&
National Project Director,
EALG Project

Agreed by: (National Project Director):

Date: _____

Agreed by (UNDP):

Date: _____

AS

04/03/20

UNDP Bangladesh
2020 Annual Work Plan (AWP) Review Checklist

Award ID: 00105480 Project ID: 00106748 Title: Efficient and Accountable Local Governance (EALG) Project					
Format and General Issues:		Yes	No	N/A	Comments
1	Submitted AWP is prepared in Standard Prescribed Format including AWP cover page	✓			
2	Atlas codes correctly mentioned (Award ID, Project ID, and Project title, Donor, Account, Fund etc.)	✓			
3	AWP Planning meeting conducted	✓			
4	Minutes of the Appraisal/Review meeting attached	✓			
5	Annual/Mid year Review Meeting conducted	✓			
6	Annual HR, Procurement and Communications plans are prepared and attached with AWP	✓			
7	Resources are available to support the AWP	✓			
8	AWP is approved by the Implementing Partner, if applicable	✓			
9	AWP is endorsed/agreed by the Project Board/Steering Committee, if applicable	✓			
10	Signature of the Project Manager/NPD available in the AWP	✓			
Results Related Issues:		Yes	No	N/A	
1	The AWP reflects overall priorities of the year	✓			
2	The activities are clearly defined (indicate what exactly will be done, to the point with expected timelines by quarter)	✓			
3	The activity lines spell out the geographic location wise intervention	✓			
4	Possible areas of collaboration with other projects have been considered in project activities	✓			
5	Outputs and activities are aligned to the UNDAF, CPD and project document (The listed activity/s can be directly attributed to the achievement of the expected country programme outputs)	✓			
6	The activity/s implemented with CSOs, academic institutions, other quasi-Governmental institutions, and other UN agencies as implementing partners are reflected in the work plans	✓			
7	A one page summary of intended/achievable results is attached	✓			
8	The Outcome / Intermediate Outcomes and Outputs are correctly entered as per the language in the Results Framework	✓			
9	M&E plan attached and adequately budgeted in the AWP	✓			
10	Field monitoring plan attached (for field-based project only)			✓	
11	Risk Log, Issue Log, monitoring Log updated in ATLAS and attached with AWP	✓			
12	Gender Marker is attributed in ATLAS	✓			
13	Lessons learned have been incorporated in the AWP, as per the last APR minutes	✓			
14	Baseline, Target and Deliverables for 2020 are aligned to the Results Framework	✓			
15	Baseline data for each indicator have been collected	✓			Almost collected
16	Annual target for each indicator has been set	✓			
17	3 to 5 annual key results have been identified and attached	✓			
18	The Targets and baselines are gender-disaggregated where a population group is being measured	✓			
19	Articulation of results of the AWP has followed the SMART and RBM guidelines	✓			
20	Assumptions and risks specific to each output and outcome is contextualised and clearly spelt out	✓			
21	Knowledge Management has been planned and budgeted	✓			
22	Generation and use of evidence - from monitoring, research and/or evaluation - has been considered	✓			
23	The Budget comply with the spirit of Results Based Budgeting (RBB)	✓			

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27.01.20

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Resources Related Issues:		Yes	No	N/A
1	Total proposed budget for the AWP does not exceed approved total project budget	✓		
2	The AWP budget is within the scope of the funds availability/commitment (available Cash + Commitment)	✓		
3	Appropriate provisions are available according to the AWP Commissioning memo (Common cost, GMS, DPC, Communication, M&E etc.)	✓		
4	Updated list of Equipment assets with the project/Programme showing UNDP assets	✓		
5	The summary page reflects the resources	✓		

Remarks/Comments (including justification for returning to Programme cluster):

Reviewed by

Suzel
27.01.20.

Recommended by

Md. Mozammel Haque
Md. Mozammel Haque
Policy and Coordination Specialist
Democratic Governance Portfolio
UNDP Bangladesh

Cleared by Programme Cluster:

Mahmuda Afroz
Portfolio Manager, a.i.
Governance Portfolio
UNDP Bangladesh.

Cleared by Partnerships Cluster:

Date:

Date:

Signed by DRR/RR:

Date:

Project ID: 00106748
Output ID: 00105480

Annual Work Plan (AWP) for 2020 (Version G)

Project/Programme Title:

Efficient and Accountable Local Governance (EALG)

UNDAF Outcome:

Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups

Applicable Output(s) from the UNDP Strategic Plan:

Strengthen the capacities of local governments and other stakeholders to foster participatory local development service delivery for the SDCs.

CPD Outcome:

Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups

CPD Output(s):

1.2. National and local governments have the capacity to implement urban and rural poverty policies and programmes.
2.3 The government has the capacity to develop policies and carry out sectoral and geographical interventions in districts where inequality of progress is evident.

EXPECTED OUTPUTS	Activity #	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
			Q1	Q2	Q3	Q4						
Component 1 Output 1: UZPs Committees strengthened their horizontal coordination with line departments and oversight capacity and upward accountability with the District Development and Coordination committee for inclusive, effective and accountable service delivery Baseline: No Indicators: % of Upazila for which UZP and local functionaries of at least three transferred departments coordinate their activities at the District Development and Coordination Committee (at least twice a year). 2020 Target: 40%	1.1.3	Prepare guideline for UZP Development and Coordination Committee (UZDCC) aligning with Union Development Coordination Committee (UDCC) Consultant		x	x		UNDP-001981	10282-SDC	71300	71300-Local Consultants	8,000	
	1.1.3	Prepare guideline for UZP Development and Coordination Committee (UZDCC) aligning with Union Development Coordination Committee (UDCC) Workshop		x	x		LGD - 8059	10282-SDC	75700	75700-Training, Workshops and Confer	2,000	
	1.1.6	Organize Awareness Programme to address SDG's target		x			LGD - 8059	10282-SDC	75700	75700-Training, Workshops and Confer	10,000	
	1.1.7	Action research and guideline development on achieving SDG's target			x		UNDP-001981	10282-SDC	71300	71300-Local Consultants	10,000	
	1.1.10	Organize six monthly review meeting with UZPs at District level		x		x	LGD - 8059	10282-SDC	75700	75700-Training, Workshops and Confer	10,000	
	1.1.11	Support UZPs in preparing and publishing annual report		x	x		LGD - 8059	10282-SDC	75700	75700-Training, Workshops and Confer	12,000	
	1.1.12	International Study/Training (Climate Change, Local Governance and Decentralization)		x			UNDP-001981	10282-SDC	71600	71610-Travel Tickets-Local	10,000	
	1.1.17	Capacity development of UZP functionaries on roles and responsibilities of UZPs			x		LGD - 8059	10282-SDC	75700	71605-Training, Workshops and Confer	10,000	
	1.1.19	Support Upazila Parishads in developing short-medium planning and budgeting in a participatory manner linking with UP plans at Cox's Bazar		x			LGD - 8059	10282-SDC	75700	75700-Training, Workshops and Confer	1,000	
	1.1.20	Support Upazila Parishads and Union Parishads in developing, managing and oversight of schemes at Cox's Bazar			x		LGD - 8059	10282-SDC	75700	75700-Training, Workshops and Confer	2,000	
	1.1.22	Periodical Coordination Meeting at National and District Level with Relevant Stakeholders on Local Governance and Capacity Development Issues		x		x	LGD - 8059	10282-SDC	75700	75700-Training, Workshops and Confer	3,000	
	1.1.22	Periodical Coordination Meeting at National and District Level with Relevant Stakeholders on Local Governance and Capacity Development Issues		x		x	UNDP-001981	10282-SDC	75700	75700-Training, Workshops and Confer	1,000	
1.1.25	Quality Assurance, Technical Assistance, MIS, Monitoring, Evaluation and Media Support		x	x	x	UNDP-001981	10282-SDC	75700	75700-Training, Workshops and Confer	10,500		
Output-1.1 Sub-total:											89,500	

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EXPECTED OUTPUTS	Activity #	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020	
			Q1	Q2	Q3	Q4							
Output 2: Upazia Parishad financial management, funding absorption capacity and financial accountability have improved Baseline: 0 Indicators: Public Financial Management (PFM) manual prepared, piloted (Number) Target: 1 Manual prepared	1.2.1	Develop Public Financial Management (PFM) Manual for UPs and UZPs		x			LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	8,000	
	1.2.2	Develop Public Financial Management (PFM) & Monitoring software for LGIs			x		UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	20,000	
	1.2.8	Developing database for mapping potential beneficiaries for different GO-NGO services (safety net programs) at Cox's Bazar		x			UNDP-001981	30000	10282-SDC	72100	72100-Contractual Services-Companies	10,000	
	1.2.9	Support Upazia Parishads in developing effective coordination mechanism to avoid overlapping of services and establishing synergy among the service providers and other stakeholders at Cox's Bazar			x		LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	1,000	
	1.2.10	Support Upazia Parishads in publishing Plan Books and Annual Reports				x	LGD - 8059	30000	10282-SDC	74200	74210-Printing and Publications	32,000	
	1.2.13	Enable the host community poor (specially youth and women) with income generating trainings at Cox's Bazar		x			LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	8,000	
	1.2.14	Enable the host community poor (specially youth and women) with income and livelihoods inputs at Cox's Bazar			x		LGD - 8059	30000	10282-SDC	72500	Supplies	10,000	
	1.2.15	Improve coordination among GO-NGO service delivery agencies to enable them working for the host community at Cox's Bazar		x			LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	2,000	
	1.2.16	Quality Assurance, Technical Assistance and Monitoring support		x	x	x	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	15,500	
	Output-1.2 Sub-total :												
					x			LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	10,000
					x			LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	6,000
					x			UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	38,600
					x			UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	19,300
					x			UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	10,500
					x			UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	5,500
				x			UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	4,200	
				x			UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	15,000	
				x			UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	7,500	
				x			UNDP-001981	30000	10282-SDC	64300	Staff Mgmt Costs - IP Staff	16,500	
				x			UNDP-001981	30000	10282-SDC	74200	74200-Audio Visual & Print Prod Costs	5,000	
				x			LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	2,000	
Output-1.3 Sub-total :													
140,100													
Output 3: UZP Committees strengthened their downward accountability through inclusive public engagement mechanisms and practices Baseline: 14.3% Indicators: Open Budget and participatory Planning mechanisms in UP Act piloted, adapted and replicated in UZP Act. (percentage in project area) Target: 100% UZPs													

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EXPECTED OUTPUTS	Activity #	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020	
			Q1	Q2	Q3	Q4							
Output 4: Women Upazila Parishads Members strengthened their ability to fulfil their roles and duties in council work Baseline: 28.6% Indicators: Percentage of women vice-chair and councilor trained and active in the Women Development Forums and percentage of men councilors sensitized Target: 90%	1.4.1	Develop a comprehensive guideline for upscaling of WDFs and disseminate to 551 WDFs in UZP and District level	*				LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	2,000	
	1.4.3	Awareness campaign/training on gender equality and violence against women Early Marriage Dowry				*	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	12,000	
	1.4.6	Communication and dissemination of equality and gender development for training and campaign, e.g poster, fastoon, banner, story book, fact sheet, etc.			*		UNDP-001981	30000	10282-SDC	74200	74210-Printing and Publications	2,000	
	1.4.8	Strengthening women leadership by providing training and capacity development initiatives		*			LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	8,000	
	1.4.9	Support WDFs and women leadership through organizing bi-monthly meetings, training and learning visit for their active participation at LGIs	*	*	*	*	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	4,800	
	1.4.14	Quality Assurance, Technical Assistance, Monitoring & Evaluation and Media Support	*	*	*	*	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	19,200	
	Output 1.4 Sub-total:											48,000	
	Component 1 Sub-total: LGD - 8059												155,800
	Component 1 Sub-total: UNDP-001981												228,300
	GMS (8%)												12,464
	GMS (8%)												18,264
	Component 1 Total (including GMS):												30,728
	Component 1 Total (including GMS):												< 414,828
	Component 2 (SDUP)												
Output 1: Capacity of targeted UPs is significantly strengthened to provide democratic, transparent, accountable, responsive and pro-poor services Baseline: 42.9% Indicators: % UPs ensured participation of poor and marginalized citizens at Ward Shava (Ward level meeting) and Open Budget Session Target: 40% UPs													
2.1.1	Organize Training for weaker UPs on SC, Open Budget and Planning at Selected UP level/Support UPs/UP functionaries through organizing necessary training, tax awareness/tax fair, learning visits, etc.	*	*			LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	30,000		
2.1.2	Provide technical assistance to hold Ward Shava and open budget for selected Ups (24*9 Ward of UPs)	*		*		LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	220,000		
2.1.3	Promote citizen awareness on roles and functions of UPs (develop materials and community meeting)	*				UNDP-001981	30000	00095-DANIDA	74200	74210-Printing and Publications	5,000		
2.1.4	Piloting and testing of the public financial management software in few UPs		*			UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants	5,000		
2.1.8	Support Union Parishad in publishing Plan Book/Annual Report etc.		*			LGD - 8059	30000	00095-DANIDA	74200	74210-Printing and Publications	20,000		
2.1.9	Capacity Strengthening Assistance/Developing Web based MIS	*	*	*	*	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants	18,000		
2.1.9	Capacity Strengthening Assistance/Developing Web based MIS/installing revelent software	*	*	*	*	UNDP-001981	4000	TRAC	72100	72100-Contractual Services-Companies	30,000		
2.1.10.1	District Facilitators - 8 (75% for 12 Month of 2020)	*	*	*	*	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	115,800		
2.1.10.2	Capacity Development and Gender Officer- 1 (75% for 12 Month of 2020)	*	*	*	*	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	31,500		
2.1.10.3	Monitoring, Evaluation and MIS Officer- 1 (75% for 12 Month of 2020)	*	*	*	*	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	16,500		
2.1.10.4	Knowledge Management and Communication Officer-1 (75% for 12 Month of 2020)	*	*	*	*	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	12,500		

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EXPECTED OUTPUTS	Activity #	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
			Q1	Q2	Q3	Q4						
Output 2: UPs are increasingly investing in climate resilience by identifying and prioritizing resilience measures in the UP development plan and their implementation Baseline: 14.3% Indicators: % of climate vulnerable UPs with climate resilient measures integrated into their five-year development plan. Target: 30%	2.2.1	Training on resilience and climate change adaptation plan at selected UP level (Consultant for developing training manual and material, Printing of training manual and material, Training for 15 UPs in each district)		x			LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	15,000
	2.2.2	Developing and dissemination of communication materials (brief, reports, success stories, photography, video, etc.)	x	x	x	x	UNDP-001981	30000	00095-DANIDA	74200	74200-Audio Visual & Print Prod Costs	5,000
	2.2.3	Quality Assurance, Technical Assistance, Monitoring & Evaluation and Media Support	x	x	x	x	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	40,000
	2.2.6	Organize six monthly review meeting with UPs at UZP level/Periodical coordination meeting with field staff of line agencies at UP level	x			x	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	20,000
	2.2.3	Support UPs to develop five-year plan addressing SDGs		x		x	LGD - 8059	30000	00095-DANIDA	74200	74200-Audio Visual & Print Prod Costs	27,000
	2.2.4	International Study/Training (Climate Change, Local Governance and Decentralization)		x			UNDP-001981	30000	00095-DANIDA	71600	71610-Travel Tickets-Local	22,000
	2.3.5	Training on inclusion of SDGs issues in their planning process for all women elected representatives of UP level/Organize awareness campaign on women rights and rights of vulnerable people/Organize social audit by engaging CSOs at UP level				x	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	10,000
	2.3.5	Communication and dissemination of equality and gender development for training and campaign at UP level (13 each from 251 UPs at UP levels)				x	LGD - 8059	30000	00095-DANIDA	74200	74200-Audio Visual & Print Prod Costs	5,000
	2.4.5	Midterm Evaluation		x		x	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants	20,000
	2.4.5	Midterm Evaluation		x		x	UNDP-001981	4000	TRAC	71300	71300-Local Consultants	5,000
2.4.3	Workshop on Studies Report				x	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	2,000	
2.4.7	Communication and Dissemination (Electronic Media)		x		x	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants	7,500	
Output 2-4 Sub-total:											34,500	
Component 2 Sub-total: LGD - 8059											349,000	
Component 2 Sub-total: UNDP-001981											298,800	
Component 2 Sub-total: TRAC											35,000	
GMS (8%)											27,920	
GMS (8%)											23,904	
Component 2 Total GMS:											51,824	
Component 2 Total (including GMS):											734,624	
Component 3												
Output 1: Functional assignment of UP, UZP and Zila Pushkara are clarified for at least three transferred subjects												
Baseline: No												
Indicators: Wave and mechanisms of intervention and												
3.1.1	Conduct study on exploring potentials and challenges of integration of the UP, UZP and ZP Planning process	x	x			UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	12,000	
3.1.2	Study to examine scopes and areas for fiscal decentralization for LGIs (continued)	x				UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	8,500	

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EXPECTED OUTPUTS	Activity #	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
			Q1	Q2	Q3	Q4						
<p>Output 2: Public engagement strategies of UP/UZP/ZIP have become strengthened through overcoming institutional and structural challenges</p> <p>Baseline: 42.9%(there was a misconception in baseline survey so data is wrong)</p> <p>Indicators: Percentage of people from different ethnic group attended in Open budget/Ward Shava Target: 20%</p>	3.1.3	Develop policy brief on local resources mobilization (Continued)	x				UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	10,000
	3.1.7	Support to Policy Advisory Group (PAG) Meeting	x	x	x	x	LGD - 8059	30000	10282-SDC	75700	75700-Training Workshops and Confer	1,500
	Output-3.1 Sub-total :											32,000
	3.2.1	Provide Research Grants to the relevant institutions (NILG, IBS, BARD, & CGS) for encouraging young researchers to conduct researches on LGIs	x	x	x	x	LGD - 8059	30000	00095-DANIDA	75700	75700-Training Workshops and Confer	2,000
	3.2.1	Provide Research Grants to the relevant institutions (NILG, IBS, BARD, & CGS) for encouraging young researchers to conduct researches on LGIs	x	x	x	x	LGD - 8059	30000	10282-SDC	75700	75700-Training Workshops and Confer	20,000
	3.2.1	Provide Research Grants to the relevant institutions (NILG, IBS, BARD, & CGS) for encouraging young researchers to conduct researches on LGIs	x	x	x	x	LGD - 8059	4000	TRAC	75700	75700-Training Workshops and Confer	70,000
	3.2.2	Conduct study on challenges of female members' participation and engagement in the activities of UP/UZP/ZIP	x	x	x	x	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants	10,000
	3.2.4	Organize Seminar on the Study of uniform Legal framework for LGI's	x				LGD - 8059	30000	10282-SDC	75700	75700-Training Workshops and Confer	1,500
	3.2.4	Organize Seminar on the Study of uniform Legal framework for LGI's	x				LGD - 8059	30000	00095-DANIDA	75700	75700-Training Workshops and Confer	500
	3.2.6	Workshop on Dialogues with the government and political parties on issue of female's participation in the political process.	x				LGD - 8059	30000	00095-DANIDA	75700	75700-Training Workshops and Confer	5,000
Output-3.2 Sub-total :											109,000	
<p>Output 3: UP/UZP committees and inter-ministerial coordination committee is strengthened for better performance of LG bodies.</p> <p>Baseline: No</p> <p>Indicators: Clarification of the roles and responsibilities of UP and UZP committees including the coordination with line ministry officers Target: 1</p>	3.3.3	Training on inclusion of SDGs issues in their planning process for all women elected representatives of UP level/Organize awareness campaign on women rights and rights of vulnerable people/Organize social audit by engaging CSOs at UP level/SDG Localization Survey					UNDP-001981	30000	10282-SDC	75700	75700-Training Workshops and Confer	30000
	Output-3.3 Sub-total :											30,000
	Component 3 Sub-total : LGD - 8059/10282-SDC											23,000
	Component 3 Sub-total : LGD - 8059/00095-DANIDA											7,500
	Component 3 Sub-total : UNDP-001981/10282-SDC											60,500
	Component 3 Sub-total : UNDP-001981/00095-DANIDA											10,000
	Component 3 Sub-total : TRAC											70,000
	GMS (8%)											1,840
	GMS (8%)											600
	GMS (8%)											4,840
GMS (8%)											800	
Component 3 Total GMS :											8,080	

EXPECTED OUTPUTS	Activity #	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
			Q1	Q2	Q3	Q4						
Component 4 : Project Management												
Output												
Efficient Project Management												
		Project Management Staff										
	4.1	Project Coordinator	x	x	x	x	UNDP-001981	00095-DANIDA	71400	71405-Service Contracts-Individuals	54,000	
	4.1	Project Coordinator	x	x	x	x	UNDP-001981	10282-SDC	71400	71405-Service Contracts-Individuals	18,000	
	4.2	Policy and Coordination Specialist	x	x	x	x	UNDP-001981	10282-SDC	71400	71405-Service Contracts-Individuals	36,000	
	4.3	Finance and Admin Associate	x	x	x	x	UNDP-001981	00095-DANIDA	71400	71405-Service Contracts-Individuals	12,600	
	4.3	Finance and Admin Associate	x	x	x	x	UNDP-001981	10282-SDC	71400	71405-Service Contracts-Individuals	4,100	
	4.4	Finance and Admin Officer	x	x	x	x	UNDP-001981	00095-DANIDA	71400	71405-Service Contracts-Individuals	18,400	
	4.4	Finance and Admin Officer	x	x	x	x	UNDP-001981	10282-SDC	71400	71405-Service Contracts-Individuals	6,100	
	4.5	Project Assistant / Secretary (2)	x	x	x	x	UNDP-001981	00095-DANIDA	71400	71405-Service Contracts-Individuals	21,800	
	4.5	Project Assistant / Secretary (2)	x	x	x	x	UNDP-001981	10282-SDC	71400	71405-Service Contracts-Individuals	7,200	
	4.7	Strengthening Financial Management of the Project	x	x	x	x	UNDP-001981	10282-SDC	71300	71300-Local Consultants	10,000	
	4.8	Finance Support Expert	x	x	x	x	UNDP-001981	10282-SDC	71300	71300-Local Consultants	10,000	
	4.9	Driver	x	x	x	x	UNDP-001981	10282-SDC	71400	71405-Service Contracts-Individuals	32,800	
	4.1	Driver (Out sourcing)	x	x	x	x	UNDP-001981	10282-SDC	72100	72100-Contractual Services-Companies	38,000	
	4.11	Contrib To CO Common Security	x	x	x	x	UNDP-001981	00095-DANIDA	74300	Contributions	7,000	
	4.12	UN Clinic	x	x	x	x	UNDP-001981	00095-DANIDA	63300	63360-Medical Exams (incl Pre-empl)	2,500	
		Office Management and Maintenance										
		Output-4.1 Sub-total:									278,500	
	4.14	Office Rent	x	x	x	x	LGD - 8059	00095-DANIDA	73100	73100-Rental & Maintenance-Premises	12,000	
	4.14	Common Service cost recovery	x	x	x	x	UNDP-001981	00095-DANIDA	73100	73125-Common Services-Premises	9,000	
	4.15	Equipment and Logistics	x	x	x	x	UNDP-001981	10282-SDC	72800	72800-Communications & IT Equipments	5,000	
	4.15	Equipment and Logistics	x	x	x	x	UNDP-001981	00095-DANIDA	72800	72800-Communications & IT Equipments	10,000	
	4.16	Equipment and Logistics/Motorcycle Procurement	x	x	x	x	UNDP-001981	00095-DANIDA	72200	Machinery and Equipment	24,000	
	4.17	Operation, Maintenance of Vehicle	x	x	x	x	LGD - 8059	10282-SDC	72300	72311-Fuel, petroleum and other oils	5,000	
	4.17	Operation, Maintenance of Vehicle	x	x	x	x	LGD - 8059	00095-DANIDA	72300	72311-Fuel, petroleum and other oils	25,000	
	4.18		x	x	x	x	LGD - 8059	00095-DANIDA	72400	Communic & Audio Visual Equip	8,000	
	4.18		x	x	x	x	UNDP-001981	00095-DANIDA	72400	Communic & Audio Visual Equip	1,000	

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EXPECTED OUTPUTS		PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
Activity #	Q1		Q2	Q3	Q4							
4.18	x	x	x	x	x	UNDP-001981	30000	10282-SDC	72400	Commune & Audio Visual Equip	5,000	
4.18	x	x	x	x	x	UNDP-001981	30000	00095-DANIDA	73400	73406-Maintenance of Equipment	10,000	
4.18	x	x	x	x	x	UNDP-001981	30000	10282-SDC	73400	73406-Maintenance of Equipment	5,000	
4.18	x	x	x	x	x	LGD - 8059	30000	00095-DANIDA	73400	73406-Maintenance of Equipment	12,000	
4.18	x	x	x	x	x	UNDP-001981	30000	10282-SDC	72500	72505-Stationery & other Office Supp	3,000	
4.18	x	x	x	x	x	LGD - 8059	30000	00095-DANIDA	72500	72505-Stationery & other Office Supp	6,000	
4.19	x	x	x	x	x	LGD - 8059	30000	00095-DANIDA	74500	74000-Miscellaneous Operating Expens	2,617	
4.20	x	x	x	x	x	LGD - 8059	30000	00095-DANIDA	74200	74210-Printing and Publications	2,000	
4.21	x	x	x	x	x	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	1,000	
4.21	x	x	x	x	x	UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	16,000	
4.22	x	x	x	x	x	UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	22,000	
4.24	x	x	x	x	x	UNDP-001981	30000	00095-DANIDA	71600	71610-Travel Tickets-Local	18,000	
4.24	x	x	x	x	x	UNDP-001981	30000	10282-SDC	71600	71610-Travel Tickets-Local	20,000	
4.25	x	x	x	x	x	UNDP-001981	30000	00095-DANIDA	74100	74110-Audit Fees	1,000	
Output-4.2Sub-total :												
Component 4 Sub-total : LGD - 8059/10282-SDC												
Component 4 Sub-total : LGD - 8059/00095-DANIDA												
Component 4 Sub-total : UNDP-001981/10282-SDC												
Component 4 Sub-total : UNDP-001981/00095-DANIDA												
GMS (8%)												
LGD - 8059												
GMS (8%)												
LGD - 8059												
GMS (8%)												
UNDP-001981												
GMS (8%)												
UNDP-001981												
Component 4 Total GMS :												
Component 4 Total (including GMS) :												
without GMS Grand Total Component (1 + 2 + 3 + 4) of Total Items Activities												
Grand Total of GMS												
Grand Total												

Plan

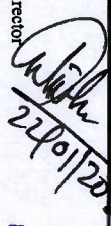
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EXPECTED OUTPUTS	Activity #	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
			Q1	Q2	Q3	Q4						
Components or major Interim Results of the project ; To be shown as Activities in Atlas												
Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas												

	Budget	8% GMS NEX	8% GMS DCS	Total
Component 1 (10282-SDC)	384,100	12,464	18,264	414,828
Component 2 (00095-DANIDA and TRAC)	682,800	27,920	23,904	734,624
Component 3 (10282-SDC, 00095-DANIDA and TRAC)	171,000	2,440	5,640	179,080
Component 4 (10282-SDC, 00095-DANIDA)	501,117	5,890	34,200	541,207
Total	1,739,017	48,714	82,008	1,869,739

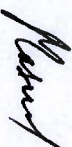
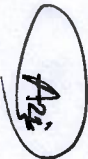

DONORS:		Total
TRAC FUND		105,000
SDC		766,624
DANIDA		998,115
Total		1,869,739

Total by Implementing Agency	Implementing Agency		Total
		UNDP DCOS :	1,142,108
	NIM DP :	-	
	NIM :	727,631	
Total Project Budget: (US\$)		1,869,739	


 22/01/2020
 National Project Director
 Additional Secretary
 Local Government Division
 &
 National Project Director
 EMO Project


 Resident Representative
 Title, Signature & Date
 20/02/20

This Annual Work Plan (AWP) is based on Results Management Guidelines (RMG) of UNDP. Once signed by UNDP and the Implementing Partner, the plan authorizes the responsible parties and project management to manage available resources and achieve set results.

Multi-Year Work Plan for the Period of 2018 - 2022 : Version - G
Efficient and Accountable Local Governance (EALG)

People: All people have equal rights, access and opportunities

Strengthen the capacities of local governments and other stakeholders to foster participatory local development service delivery for the SDGs.

Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups
1.2. National and local governments have the capacity to implement urban and rural poverty policies and programmes.

EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity #	Planned Budget (5 Years)					Amount (USD)											
		2018	2019	2020	2021	2022												
Component 1																		
Output 1: UZP Committees strengthened their horizontal coordination with line departments and oversight capacity and upward accountability with the District Development and Coordination Committee	1.1.1	Develop Terms of References (ToRs) for UZP Committees	LGD - 8059	4000	TRAC	75700-Training, Workshops and Confer	75700	-	73,368	73,368	-	-	-	-	-	-	-	-
	1.1.2	Issuance of circular to clarify the mandates of UZP Committees	LGD - 8059	4000	TRAC	75700-Training, Workshops and Confer	75700	-	67,667	67,667	-	-	-	-	-	-	-	-
	1.1.3	Prepare guideline for UZP Development and Coordination Committee	LGD - 8059	30000	10282-SDC	75700-Training, Workshops and Confer	75700	2,000	30,000	62,000	30,000	2,000	-	-	-	-	-	-
	1.1.4	Prepare guidelines for UZP Committee for planning and service delivery to oversight the piloted and disseminated (16 selected UZPs of 8 selected districts)	UNDP-001981	30000	10282-SDC	71300-Local Consultants	71300	8,000	15,000	38,000	15,000	8,000	-	-	-	-	-	-
	1.1.5	Develop policy paper on horizontal coordination and oversight functions of UZP Committees	UNDP-001981	30000	10282-SDC	71300-Local Consultants	71300	-	40,000	80,000	40,000	-	-	-	-	-	-	-
	1.1.6	Action research and guideline development on achieving SDG's target	UNDP-001981	30000	10282-SDC	71300-Local Consultants	71300	10,000	-	10,000	-	-	-	-	-	-	-	-
	1.1.7	Organize awareness programme to address SDGs target	LGD - 8059	30000	10282-SDC	75700-Training, Workshops and Confer	75700	12,696	14,000	36,696	14,000	10,000	-	-	-	-	-	-
	1.1.8	Annual Workshop for each district on coordination	LGD - 8059	30000	10282-SDC	75700-Training, Workshops and Confer	75700	12,260	8,000	31,260	8,000	11,000	-	-	-	-	-	-
	1.1.9	Organize stakeholders' consultation workshops with UZP's planning guideline at district level	LGD - 8059	30000	10282-SDC	75700-Training, Workshops and Confer	75700	8,700	10,000	28,700	10,000	8,700	-	-	-	-	-	-
	1.1.10	Organize six monthly review meeting with UZPs at District level	LGD - 8059	30000	10282-SDC	75700-Training, Workshops and Confer	75700	10,655	10,000	38,655	10,000	10,000	-	-	-	-	-	-
	1.1.11	M & E, Project team field visit and other national travel	UNDP-001981	30000	10282-SDC	71600-Travel	71600	20,000	2,000	24,000	2,000	-	-	-	-	-	-	-
	1.1.12	Advocacy with LGD for issuance of a circular on co-financing	LGD - 8059	30000	10282-SDC	75700-Training, Workshops and Confer	75700	-	-	-	-	-	-	-	-	-	-	-

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EXPECTED OUTPUTS Components or major interim Results of the project; To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity # Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)					Amount (USD)
							2018	2019	2020	2021	2022	
	1.1.13	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	5,271			3,000		8,271
	1.1.14	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer						-
	1.1.15	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer						-
	1.1.16	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer		12,000		12,000		24,000
	1.1.17	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	2,000	5,000	3,000	8,000		26,000
	1.1.18	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	2,000	4,000	1,000			7,000
	1.1.19	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer						-
	1.1.20	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer						-
	1.1.21	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	7,000					7,000
	1.1.22	UNDP-001981	30000	10282-SDC	74200	74210-Printing and Publications						-
	1.1.23	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	19,880	126,000				145,880
	1.1.24	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants				53,050		53,050
	1.1.25	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer						-
	1.1.26	UNDP-001981	30000	10282-SDC	71600	71600-Travel		33,000	10,000			43,000
		UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer		1,150				1,150
	1.1.27	LGD - 8059	4000	TRAC	75700	75700-Training, Workshops and Confer		6,100				6,100
	1.1.28	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				50,000		50,000
		LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer					17,850	17,850

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EXPECTED OUTPUTS	PLANNED ACTIVITIES		Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)						
	Activity #	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas						2018	2019	2020	2021	2022	Amount (USD)	
Components or major interim Results of the project ; To be shown as Activities in Atlas capacity and accountability Baseline: 0 Indicators: Public Financial Management (PFM) manual prepared, piloted (Number) Target: 1 Manual prepared	1.2.2	Develop Public Financial Management (PFM) & Monitoring software for LGIs	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants			20,000	-	-	20,000	
	1.2.3	Support Upzila Parishads in developing effective coordination mechanism to avoid overlapping of services and establishing synergy among the service providers and other stakeholders at Cox's Bazar	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer			1,000	-	-	1,000	
	1.2.4	Support Upzila Parishads in publishing Plan Books engaging LGIs	LGD - 8059	30000	10282-SDC	74200	74210-Printing and Publications		7,500	32,000	8,000	-	47,500	
	1.2.5	Installation of SDG information board at UZP levels in Cox's Bazar	LGD - 8059	30000	10282-SDC	72400	72445-Communications		12,500					12,500
	1.2.6	Enable the host community poor (specially youth and women) with income generating trainings at Cox's Bazar	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer		5,000	8,000				13,000
	1.2.7	Enable the host community poor (specially youth and women) with income and livelihoods inputs at Cox's Bazar	LGD - 8059	30000	10282-SDC	72500	Supplies			10,000				10,000
	1.2.8	Improve coordination among GO-NGO service delivery agencies to enable them working for the host community at Cox's Bazar	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer			2,000				2,000
	1.2.9	Quality Assurance, Technical Assistance and Monitoring support	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer		25,000	15,500	22,500	22,500		85,500
	1.2.9	Developing database for mapping potential beneficiaries for different GO-NGO services (safety net programs) at Cox's Bazar	UNDP-001981	30000	10282-SDC	72100	72100-Contractual Services-Companies			10,000				10,000
	1.2.10	Field Monitoring	UNDP-001981	30000	10282-SDC	71600	71600-Travel		10,000			5,000		20,000
	1.2.11	Output-2 Sub-total :			4000	TRAC	71600	71600-Travel						70,000
		GMS (8%) SDC			30000	10282-SDC	75100	75100-Facilities & Administration		2,800	2,000	2,840	2,200	9,840
								Output 2 Sub-total (including GMS)	37,800	27,000	106,500	73,340	64,700	309,340
Output 3: Downward accountability of the UZP Committees is strengthened through effective and inclusive public engagement mechanisms and practices	1.3.1	Support Upzilas in preparing plans with citizen engagement and piloting of open budget session at UZP level	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer		3,000	10,000	10,000		23,000	
	1.3.2		LGD - 8059	4000	TRAC	75700	75700-Training, Workshops and Confer				54,000	35,333	89,333	

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EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	PLANNED ACTIVITIES		Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)				
	Activity #	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas						2018	2019	2020	2021	2022
BASELINE: 0% Indicators: Open Budget and participatory Planning mechanisms in UP Act piloted, adapted and replicated in UZP Act. (percentage in project area) Target: 50% UZPs	1.3.3	Support UZP & UP in enhancing citizen's awareness on UZP & UP and in conducting public hearing	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	3,000	10,000	10,000	23,000	
	1.3.4	Support UZPs in holding sector-wise community meetings for prioritizing development needs at Cox's Bazar	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	2,000			2,000	
	1.3.5	Use community radio, media, youth clubs, CBOs, CSOs, WDF and community leaders for social cohesion etc. at Cox's Bazar	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	39,000	2,000		41,000	
	1.3.6	Conduct study to explore the potential of CSOs and Local Media engagement in UZP Committees	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants					
	1.3.7	Introduction of Service Provision Charter RTI and Service Charter provision in UZP	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer					
	1.3.8	Meetings with stakeholders for preparing of UZP Plan	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer					
	1.3.9	Support UZPs in conducting public hearing, media briefing and use of community radio and social media for wider transparency and accountability	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	2,000	20,000	20,000	42,000	
	1.3.10	Public youth engagement in 16 UZP with new innovations	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer					
	1.3.11	Promote citizen awareness on roles and functions of UZPs (Community meeting and development and dissemination of IEC materials)	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer		6,000	12,000	30,000	
	1.3.12	Communication, Media, Visibility	LGD - 8059	30000	10282-SDC	72400	72445-Communications	15,422	2,000		17,422	
	1.3.13	Midterm Evaluation	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants		7,500			
	1.3.14	Final Evaluation	UNDP-001981	30000	10282-SDC	72400	72445-Communications	7,000	5,000		12,000	
	1.3.15	Citizens Perceptions Survey (UZPs and UPs)	UNDP-001981	4000	TRAC	71300	71300-Local Consultants		15,000		15,000	
	1.3.16	Programme personnel	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants			25,000	27,500	
	1.3.17		UNDP-001981	4000	TRAC	71300	71300-Local Consultants				7,500	
	1.3.18		UNDP-001981	4000	TRAC	71300	71300-Local Consultants			20,000	20,000	

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EXPECTED OUTPUTS Components or major interim Results of the project; To be shown as Activities in Atlas	PLANNED ACTIVITIES		Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)					Amount (USD)
	Activity #	Activity						2018	2019	2020	2021	2022	
	1.3.19	District Facilitators -8 (50%)	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	32,334	58,000	38,600	40,144	20,072	189,150
	1.3.20	District Facilitators -Cox's Bazar	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals		4,000	19,300	58,082	16,387	97,769
	1.3.21	Capacity Development and Gender Officer-1 (50%)	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	14,193	20,000	10,500	10,920	5,460	61,073
	1.3.22	Monitoring, Evaluation and MIS Officer-1 (50%)	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	4,031	12,000	5,500	5,720	2,860	30,111
	1.3.23	Knowledge Management and Communication Officer-1 (50%)	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	5,467	9,000	4,200	4,368	2,184	25,219
	1.3.24	Quality Assurance, Technical Assistance and Monitoring support	UNDP-001981	30000	10282-SDC	64300	Staff Mgmt Costs - IP Staff	10,000	54,000	16,500	10,000	10,000	100,500
	1.3.25	1.3.4 Hiring a National Consultant for Photo Documentation of EALG project activities	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants		3,000				3,000
	1.3.26	1.3.5 Hiring a National Consultant for Article writer for producing content based on achievements of EALG project	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants		2,500				2,500
	1.3.27	1.3.6 Hiring a National Consultant of a Videographer for producing audio visuals (2 videos) on EALG project	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants		6,000				6,000
	1.3.28	Developing and dissemination of communication materials (brief, reports, success stories, etc.)	UNDP-001981	30000	10282-SDC	74200	74200-Audio Visual & Print Prod Costs	5,000	2,000	5,000	5,000	5,000	22,000
		Output-3 Sub-total :						95,447	224,500	140,100	285,234	194,296	939,577
		GMS (8%) SDC	UNDP-001981	30000	10282-SDC	75100	75100-Facilities & Administration	7,636	17,960		14,098.72	8,117.04	47,812
		Output 3 Sub-total (including GMS)						103,083	242,460	140,100	299,333	202,413	987,389
Output 4: The ability of Women Upazila Parishads Members to fulfill their role and duties in council work strengthened Baseline: 0% Indicators: Percentage of women vice-chair and councilor trained and active in the Women Development Forums and percentage of men councilors sensitized 2018 Target / Deliverables: 40%	1.4.1	Develop a comprehensive guideline for upscaling of WDFs and disseminate to 551 WDFs in UZP and District level	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	2,000		2,000	80,000	-	84,000
	1.4.2	Capacity enhancement of WDFs and women leadership through organizing bi-monthly meetings, training and learning visit for their active participation at LGIs	LGID - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer		20,000	4,800	80,000		104,800
	1.4.3	Provide training to UZP Vice Chairs (female) and UP female members on addressing SDGs' targets in planning process at selected UZP level	LGID - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				61,991	-	61,991

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EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity #	PLANNED ACTIVITIES		Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)					Amount (USD)
		Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas							2018	2019	2020	2021	2022	
	1.4.4	Provide training to UZP Vice Chairs (female) and UP female members on addressing various social issues (VAW, early marriage, dowry, etc.)	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	-			30,000	21,638	51,638	
	1.4.5	Provide gender awareness and analysis training for male councilors/representatives from selected UP & UZP	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	144,897			-	-	144,897	
	1.4.6	Studies and policy papers on women empowerment	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	-			20,000	20,000	40,000	
	1.4.7	Activation of WDF in selected 16 UZPs	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	10,225			3,000	2,000	15,225	
	1.4.8	Communication and dissemination of equality and gender development for training and campaign, e.g. poster, fastoon, banner etc.	UNDP-001981	30000	10282-SDC	74200	74200-Audio Visual & Print Prod Costs			2,000	5,000	-	7,000	
	1.4.9	Awareness campaign on gender equality and violence against women at UZP level	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	5,000					5,000	
	1.4.10	Quality Assurance, Technical Assistance, Monitoring & Evaluation and Media Support	UNDP-001981	30000	10282-SDC	74200	74210-Printing and Publications		3,000				3,000	
	1.4.11	Training to elected women representatives of selected UZPs and UPs to improve leadership skills	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	6,000	4,000	12,000	31,936	31,936	85,873	
	1.4.12	Output-4 Sub-total :	UNDP-001981	30000	10282-SDC	75100	75100-Facilities & Administration	299,812	27,000	48,000	311,927	75,574	762,314	
	1.4.13	GMS (8%)	UNDP-001981	30000	10282-SDC	75100	75100-Facilities & Administration	23,985	2,160		24,955	6,046	57,146	
		Output 4 Sub-total (including GMS)						323,797	29,160	48,000	336,882	81,620	819,460	
		Component 1 Total :						515,971	582,547	384,100	937,711	619,255	3,039,585	
		Component 1 Total GMS :						41,278	46,604	30,728	58,298	26,831	203,739	
		Component 1 Total (including GMS) :						557,249	629,151	414,828	996,009	646,086	3,243,323	
		Component 2 (SDUP)												
	2.1.1	Capacity of targeted UPs is significantly strengthened to provide democratic, transparent, accountable, responsive and pro-poor services Baseline: No data available Indicators: % UPs ensured participation of poor and marginalized citizens at Ward Shava (Ward level meeting) and	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer			30,000			30,000	
	2.1.2	Capacity development of UP functionaries (elected representatives,	LGD - 8059	4000	TRAC	75700	75700-Training, Workshops and Confer		50,000		46,632	38,769	135,401	

EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity # Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)					
							2018	2019	2020	2021	2022	Amount (USD)
Open Budget Session Target: 40% UPs	2.1.3	officials & gram police) through training and learning visits	LGD - 8059	00095-DANIDA	30000	75700-Training, Workshops and Confer	67,253	10,000				10,000
	2.1.4	Provide technical assistance to hold Ward Shava and open budget for selected Ups (240*9 Ward of UPs)	LGD - 8059	00095-DANIDA	30000	75700-Training, Workshops and Confer			220,000			287,253
	2.1.5		LGD - 8059	TRAC	4000	75700-Training, Workshops and Confer				20,000	20,000	40,000
	2.1.6	Promote citizen awareness on roles and functions of UPs (develop materials and community meeting)	UNDP-001981	00095-DANIDA	30000	74200	74210-Printing and Publications			5,000	3,000	11,000
	2.1.7	IEC Materials Printing (fact sheet on role and responsibilities of UP, SC, Ward Shava, Open Budget session, etc.)	UNDP-001981	00095-DANIDA	30000	74200	74200-Audio Visual & Print Prod Costs	3,000	2,000			8,000
	2.1.8	Meeting for citizen awareness at community/ education insts.	LGD - 8059	00095-DANIDA	30000	75700	75700-Training, Workshops and Confer					-
	2.1.9	Support Union Parishad in publishing Plan Book/Annual Report etc.	LGD - 8059	00095-DANIDA	30000	74200	74210-Printing and Publications	-	67,100	20,000		87,100
	2.1.10	Piloting and testing of the public financial management software in few UPs	UNDP-001981	00095-DANIDA	30000	71300	71300-Local Consultants			5,000		5,000
	2.1.11	Inception workshop on EALG at National level	UNDP-001981	00095-DANIDA	30000	75700	75700-Training, Workshops and Confer	4,200				4,200
	2.1.12		LGD - 8059	00095-DANIDA	30000	75700	75700-Training, Workshops and Confer	13,500				13,500
	2.1.13	Facilitate to activate SC meetings in UPs to formulate the current needs into their annual planning process	LGD - 8059	00095-DANIDA	30000	75700	75700-Training, Workshops and Confer		110,000			110,000
	2.1.14	SDG stock taking and financial gap analysis at UP and UZP level	UNDP-001981	00095-DANIDA	30000	71300	71300-Local Consultants					-
	2.1.15	Developing database for mapping potential beneficiaries for different GO-NGO services (safety net programs) at Cox's Bazar	UNDP-001981	00095-DANIDA	30000	72100	72100-Contractual Services-Companies					-
	2.1.16	Installation of SDG information board at UP levels in Cox's Bazar	UNDP-001981	00095-DANIDA	30000	72400	72445-Communications					-
	2.1.17	Inception workshop on EALG at District level (8 Districts)	LGD - 8059	00095-DANIDA	30000	75700	75700-Training, Workshops and Confer	13,328				13,328

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EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	PLANNED ACTIVITIES		Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)						
	Activity #	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas						2018	2019	2020	2021	2022	Amount (USD)	
	2.1.18	Organize orientation workshop on Anti Corruption Act at selected Upazila level with UP and UZP functionaries	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer							
	2.1.19	Periodical coordination meeting with field staff of line agencies at UP level	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	7,496	15,000		5,000	5,000		32,496
	2.1.20	Development of MIS software for monitoring of UP & UZP activities	UNDP-001981	30000	00095-DANIDA	72100	72100-Contractual Services-Companies		5,000					5,000
	2.1.21	Provide advanced training to UP Chairmen and Secretaries on planning, management and administrative process	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	36,000						36,000
	2.1.22	Awareness of UP representatives on Right to Information and transparency	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	10,000						10,000
	2.1.23	Workshop/ meeting with UP functionaries, CSO representatives and community to explore way forward for improved community participation at district level	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer						5,000	5,000
		Capacity Strengthening Assistance Developing Web based MIS	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants			18,000				18,000
		Capacity Strengthening Assistance Developing Web based MIS/installing revelent software	UNDP-001981	4000	TRAC	72100	72100-Contractual Services-Companies			30,000				
	2.1.24	Quality Assurance, Technical Assistance and Monitoring support	UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	20,000	15,230		10,000	10,000		55,230
	2.1.25	Audit	UNDP-001981	30000	00095-DANIDA	74100	74110-Audit Fees	1,000	1,000		1,000	1,000		4,000
	2.1.26	Programme personnel	UNDP-001981											
	2.1.27	District Facilitators - 8 (50%)	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	32,334	75,300	115,800	37,650			261,084
	2.1.28	Capacity Development and Gender Officer- 1 (50%)	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	14,193	20,000	31,500	10,000			75,693
	2.1.29	Monitoring, Evaluation and MIS Officer- 1 (50%)	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	4,031	12,000	16,500	6,000			38,531
	2.1.30	Knowledge Management and Communication Officer-1 (50%)	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	5,467	9,000	12,500	4,500			31,467
	2.1.31	Security	UNDP-001981	30000	00095-DANIDA	77300	77385-Contribution to Security	6,496	100					6,596

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EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	PLANNED ACTIVITIES		Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)						
	Activity #	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas						2018	2019	2020	2021	2022	Amount (USD)	
	2.1.32	UN Clinic	UNDP-001981	30000	00095-DANIDA	63300	63360-Medical Exams (incl Pre-empl)	3,045				3,045	6,090	
	2.1.33	Communication, Media, Visibility	UNDP-001981	30000	00095-DANIDA	72400	72445-Communications		2,720				2,720	
	2.1.34	Non-Recurent Payroll - NP Sif	UNDP-001981	30000	00095-DANIDA	63100	63100-Non-Recurent Payroll - NP Sif		2,000				2,000	
	2.1.35	Contributions	UNDP-001981	30000	00095-DANIDA	74300	74300-Contributions		6,010				6,010	
	2.1.36	Medical Exams (incl Pre-empl)	UNDP-001981	30000	00095-DANIDA	63300	63360-Medical Exams (incl Pre-empl)		100				100	
	2.1.37	Support to selected Ups for publication of their annual reports	LGD - 8059	30000	00095-DANIDA	74200	74210-Printing and	29,250					29,250	
		Output-1 Sub-total :				00095-DANIDA	75100	75100-Facilities & Administration	270,593	402,560	504,300	146,782	85,814	1,410,049
	GMS (8%)				00095-DANIDA	75100	75100-Facilities & Administration	21,648	28,205		6,412	2,164	58,429	
							Output 1 Sub-total (including GMS)	292,241	430,765	504,300	153,194	87,978	1,468,478	
Output 2: UPs are increasingly investing in climate resilience by identifying and prioritizing resilience measures in the UP development plan and their implementation Baseline: No data available Indicators: % of UPs developed local climate resilience plan during the project period Target: 10% UPs	2.2.1	Training on resilience and climate change adaptation plan at selected UP level (Consultant for developing training manual and material, Printing of training manual and material, Training for 15 UPs in each district)	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer			15,000			15,000	30,000
	2.2.2	Creating awareness on climate resilience and support climate adoptive measures for vulnerable selected Ups	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer		15,500					15,500
	2.2.3	Support to develop five-year plan addressing SDGs	LGD - 8059	30000	00095-DANIDA	74200	74200-Audio Visual & Print Prod Costs			27,000				27,000
	2.2.4	Organize six monthly review meeting with UPs at UZP level	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	17,791		20,000		4,607	5,000	47,398
2.2.5	Developing and dissemination of communication materials (brief, reports, success stories, photography, video, etc.)	UNDP-001981	30000	00095-DANIDA	74200	74200-Audio Visual & Print Prod Costs			5,000				5,000	
	Quality Assurance, Technical Assistance, Monitoring & Evaluation and Media Support	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer			40,000					
	Exposure visits (National and international)	UNDP-001981	30000	00095-DANIDA	71600	71600-Travel			22,000				22,000	
2.2.6	Output-2 Sub-total :				00095-DANIDA	75100	75100-Facilities & Administration	17,791	15,500	129,000	4,607	20,000	186,898	
	GMS (8%)				00095-DANIDA	75100	75100-Facilities & Administration	1,424	1,240		369	1,600	4,633	
							Output 2 Sub-total (including GMS)	19,215	16,740	129,000	4,976	21,600	191,531	

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EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity #	PLANNED ACTIVITIES		Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)				
		Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas							2018	2019	2020	2021	2022
Output 3: Poor and marginalized citizens, including women, are empowered to make decisions on local development and political participation Baseline: No data available Indicators: % of budget allocation by UPs earmarked for women responsive development initiatives Target: 15% UPs	2.3.1	Training on inclusion of SDGs' issues in their planning process for all women elected representatives of UPs (240 UPs) at Upazilla Level	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	10,000	-	-	-	10,000	
	2.3.2	Provide technical assistance to hold Ward Shava and open budget for selected UPs (252*9 Ward of UPs)	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	132,800	-	-	-	132,800	
	2.3.3	Training on equity and gender discrimination for UP Councilors (13 each from 240 UPs at UP levels)	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	-	-	20,000	-	20,000	
	2.3.4	Communication and dissemination of equality and gender development for training and campaign at UP level	LGD - 8059	30000	00095-DANIDA	74200	74200-Audio Visual & Print Prod Costs	-	5,000	-	-	16,500	
	2.3.5	Awareness campaign on gender equality and violence against women at UZP level	UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	5,000	-	-	-	5,000	
	2.3.6		UNDP-001981	30000	00095-DANIDA	74200	74210-Printing and Publications	4,000	-	-	-	4,000	
	2.3.7		LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	4,000	-	-	20,000	25,500	
	2.3.8	Training for UP women Councilor on gender responsive UP planning & budgeting	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	-	-	-	-	-	
	2.3.9	Communication, Media, Visibility	UNDP-001981	30000	00095-DANIDA	72400	72445-Communications	10,500	-	-	-	15,500	
	2.3.10	Install bill board on SDGs at 240 Ups	LGD - 8059	30000	00095-DANIDA	72400	72445-Communications	231,325	-	-	-	231,325	
	Output-2 Sub-total :							145,800	15,000	30,000	21,500	460,625	
	GMS (8%)							19,866	11,664	2,400	1,720	35,650	
								268,191	157,464	32,400	23,220	496,275	
		Output 3 Sub-total (including GMS)											
Output 4: Policy dialogue at national and local level engaging civil society and other stakeholders initiated to promote democratic and accountable service delivery at the local level Baseline: 0 Indicators: Number of inter-ministerial meeting/dialogue held on issues including fiscal flow to UP, UP taxation and assignment of health and education services to UP Target: 1 Meeting	2.4.1	Baseline Survey/ Study	UNDP-001981	30000	00095-DANIDA	72100	Contractual Services-Companies	33,000	-	-	-	33,000	
	2.4.2	Provide orientation on RTI and proactive disclosure to UP and UZP functionaries	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	-	-	-	-	-	
	2.4.3	Organize orientation workshop on Anti-corruption Act with UPs and UZP functionaries	UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	2,502	-	-	-	2,502	
	2.4.4	Midterm Evaluation	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	11,500	-	-	-	11,500	
		UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants	-	20,000	-	-	-	20,000	

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EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities In Atlas	PLANNED ACTIVITIES Activity # Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)						
							2018	2019	2020	2021	2022	Amount (USD)	
	GMS (8%) SDC	UNDP-001981	30000	10282-SDC	75100	75100-Facilities & Administration	-	2,760	32,000	3,080	2,440	8,280	
						Output 1 Sub-total (including GMS)	-	37,260	32,000	41,580	32,940	143,780	
Output 2: Public engagement strategies of UP/UZP/ZP have become strengthened through overcoming institutional and structural challenges Baseline: 0/ Not available Indicators: Percentage of people from different ethnic group attended in Open budget/Ward Target: 15%	3.2.1	Series of dialogue on activating Ward Shavas of UPs Planning meeting of UZPs especially youth and CSOs	LGD - 8059	00095-DANIDA	75700	75700-Training, Workshops and Confer	9,141	-	-	-	-	9,141	
	3.2.2	Provide research grants to the relevant institutions (NILG, IBS, BARD & CGS) for encouraging young researchers to conduct researches on LGIs	LGD - 8059	00095-DANIDA	75700	75700-Training, Workshops and Confer		59,587	2,000			61,587	
			LGD - 8059	10282-SDC	75700	75700-Training, Workshops and Confer			20,000				
			LGD - 8059	TRAC	75700	75700-Training, Workshops and Confer			70,000				
	3.2.3	Consultation and sharing workshops/sessions on research findings and recommendations on LGIs	UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer		4,000				4,000
	3.2.4	Organize workshop/Seminar on reforms and uniform legal framework for LGIs	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer			1,500			1,500
			LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer			500			
	3.2.5	Conduct study on challenges of female members' participation and engagement in the activities of UP/UZP/ZP	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants			10,000			10,000
	3.2.6	Workshop on Dialogues with the government and political parties on issue of female's participation in the political process.	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer		1,000	5,000			6,000
	3.2.7	Development of communication material and dissemination	LGD - 8059	30000	00095-DANIDA	74200	74200-Audio Visual & Print Prod Costs			109,000			109,000
	Output-2 Sub-total :						9,141	64,587	109,000	5,000	5,000	192,728	
	GMS (8%) DANIDA	UNDP-001981	30000	00095-DANIDA	75100	75100-Facilities & Administration	732	5,167		400	400	6,699	
						Output 2 Sub-total (including GMS)	9,873	69,754	109,000	5,400	5,400	199,427	

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EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity # Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)					Amount (USD)
							2018	2019	2020	2021	2022	
Output 3: UP/UZP committees and inter-ministerial coordination committee is strengthened for better performance of LG bodies. Baseline: 0 Indicators: Clarification of the roles and responsibilities of UP and UZP committees including the coordination with line ministry officers Target: 1	3.3.1	UNDP-001981	30000	00095- DANIDA	71300	71300-Local Consultants	13,000	-	-	-	13,000	
	3.3.2	LGD - 8059	30000	00095- DANIDA	75700	75700-Training, Workshops and Confer	-	-	-	-	-	
	3.3.3	UNDP-001981	30000	00095- DANIDA	71300	71300-Local Consultants	9,400	-	-	-	9,400	
		UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	-	30,000	-	-	-	
	3.3.4	UNDP-001981	30000	00095- DANIDA	71300	71300-Local Consultants	7,665	-	-	-	7,665	
3.3.5	UNDP-001981	30000	00095- DANIDA	75100	75100-Facilities & Administration	7,665	22,400	30,000	-	60,065		
Output 3 Sub-total (including GMS)							8,279	24,192	36,080	-	70,551	
Component 3 Total :							16,806	121,487	171,000	43,500	388,293	
Component 3 Total GMS :							1,346	9,719	8,080	3,480	25,465	
Component 3 Total (including GMS) :							18,152	131,206	179,080	46,980	413,758	
Component 4 : Project Management												
Output . Efficient Project Management	4.1	UNDP-001981	30000	00095- DANIDA	71400	71405-Service Contracts- Individuals	39,000	54,000	-	-	108,729	
	4.2	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts- Individuals	39,000	18,000	39,343	39,343	151,414	
	4.3	UNDP-001981	30000	00095- DANIDA	71400	71405-Service Contracts- Individuals	-	-	-	-	36,578	
	4.4	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts- Individuals	39,000	36,000	39,293	19,647	170,518	

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EXPECTED OUTPUTS Components or major interim Results of the project; To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity # Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)					Amount (USD)
							2018	2019	2020	2021	2022	
	4.5	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	5,467	9,000	12,600			27,067
	4.6	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	5,467	9,000	4,100	17,630	8,815	45,012
		UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals			18,400			18,400
		UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals			6,100			6,100
	4.7	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	7,088	16,000	21,800			44,888
	4.8	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	7,088	16,000	7,200	30,487	15,243	76,018
		UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants			10,000			
		UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants			10,000			
	4.9	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	7,986	25,500		33,581	16,791	83,858
	4.10	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	7,986	18,000	32,800			58,786
		UNDP-001981	30000	00095-DANIDA	74300	Contributions			7,000			7,000
		UNDP-001981	30000	00095-DANIDA	63300	63360-Medical Exams (incl Pre-emp)			2,500			2,500
	4.11	UNDP-001981	30000	10282-SDC	72100	72100-Contractual Services-Companies	15,000	19,427	38,000	52,677	26,338	151,442
							160,696	229,927	278,500	213,011	126,177	1,008,310
							7,028.00	11,235.00		11,915	7,531	37,710
							5,828.00	7,160.00		2,687	1,343	17,018
							173,552	248,322	278,500	227,613	135,052	1,063,038
							Output 4.1 Sub-total (including GMS)					
							Office Management and Maintenance					
	4.12	LGD - 8059	4000	TRAC	73100	73100-Rental & Maintenance-Premises				13,231		26,731
	4.13	LGD - 8059	30000	10282-SDC	73100	73100-Rental & Maintenance-Premises				1,500	1,667	3,167

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EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity #	PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)					Amount (USD)
								2018	2019	2020	2021	2022	
			UNDP-001981	30000	00095- DANIDA	73100	73100-Rental & Maintenance- Premises			9,000			
	4.14		LGD - 8059	30000	00095- DANIDA	73100	73100-Rental & Maintenance- Premises	7,000	8,500	12,000	1,269		28,769
	4.15		UNDP-001981	30000	10282-SDC	72800	72800- Communications & IT Equipments			5,000	4,736	4,500	14,236
	4.16	Equipment and Logistics	UNDP-001981	30000	00095- DANIDA	72800	72800- Communications & IT Equipments	6,000	6,500	10,000			22,500
	4.17		UNDP-001981	30000	00095- DANIDA	72200	72200- Machinery and Equipment	6,000	3,000	24,000			33,000
	4.18		LGD - 8059	30000	10282-SDC	72300	72311-Fuel, petroleum and other oils	14,000	7,500	5,000	17,000	12,333	55,833
	4.19	Operation, Maintenance of Vehicle	LGD - 8059	30000	00095- DANIDA	72300	72311-Fuel, petroleum and other oils	2,500.00		25,000			27,500
	4.20		LGD - 8059	30000	00095- DANIDA	72400	72400- Communic & Audio Visual Equip	3,500.00	2,000	8,000			13,500
			UNDP-001981	30000	00095- DANIDA	72400	72400- Communic & Audio Visual Equip		1,000	1,000			2,000
	4.21		UNDP-001981	30000	10282-SDC	72400	72400- Communic & Audio Visual Equip		5,000	5,000			10,000
	4.22		UNDP-001981	30000	00095- DANIDA	73400	73406- Maintenance of Equipment		2,520	10,000	10,000	10,000	32,520
	4.23	Operation Maintenance, Office Equipment, Utilities, Phone Bill, Internet , Electricity, Cleaning, Renovation, etc.	UNDP-001981	30000	10282-SDC	73400	73406- Maintenance of Equipment	2,500	10,500	5,000			18,000
	4.24		LGD - 8059	30000	00095- DANIDA	73400	73406- Maintenance of Equipment	2,700	7,000	12,000			21,700
	4.25		UNDP-001981	30000	10282-SDC	72500	72505-Stationary & other Office Supp	1,500	3,000	3,000			7,500
	4.26		LGD - 8059	30000	00095- DANIDA	72500	72505-Stationary & other Office Supp	2,400	1,000	6,000	2,000	1,025	12,425
	4.27		UNDP-001981	30000	10282-SDC	73100	73100-Rental & Maintenance- Premises	17,947	10,585				28,532
	4.28	Editing Consultant / Reporting support	LGD - 8059	30000	00095- DANIDA	73100	73100-Rental & Maintenance- Premises	3,000					3,000
			UNDP-001981	30000	00095- DANIDA	71300	71300-Local Consultants				2,000	2,000	4,000

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EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity #	PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)					Amount (USD)
								2018	2019	2020	2021	2022	
	4.29	Miscellaneous	LGD - 8059	30000	00095- DANIDA	74500	74000- Miscellaneous Operating Expenses	300	1,000	2,617	3,000	3,000	9,917
	4.30	Annual Report	LGD - 8059	30000	00095- DANIDA	74200	74210-Printing and Publications			2,000	1,000	6,265	9,265
	4.31	Coordination, PSC, PB, Staff orientation Meeting and others	LGD - 8059	30000	00095- DANIDA	75700	75700-Training, Workshops and Confer	500	1,000	1,000	1,500	1,500	5,500
	4.32		UNDP-001981	30000	00095- DANIDA	75700	75700-Training, Workshops and Confer	9,000	3,000	16,000	1,500	6,520	36,020
	4.33		UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	14,000	20,000				34,000
		Annual planning workshop	UNDP-001981	30000	00095- DANIDA	75700	75700-Training, Workshops and Confer			22,000			22,000
	4.34	Stakeholders and planning meeting	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	200	2,000		300	6,314	8,814
		Audit	UNDP-001981	30000	00095- DANIDA	74100	74110-Audit Fees			1,000			
	4.35		UNDP-001981	30000	00095- DANIDA	71600	71610-Travel Tickets-Local	13,333		18,000	10,657	8,000	49,990
	4.36	Travel Local	LGD - 8059	30000	00095- DANIDA	71600	71610-Travel Tickets-Local	200	500				700
	4.37		UNDP-001981	30000	10282-SDC	71600	71610-Travel Tickets-Local	6,666	531	20,000	10,000	8,000	45,197
		Output-4 Sub-total :						113,246	96,136	222,617	79,693	84,624	596,316
		GMS (8% of SDC)	UNDP-001981	30000	10282-SDC	75100	75100-Facilities & Administration	4,546.00	4,730.00	16,416	3,483	3,425	32,600
		GMS (8% of DANIDA)	UNDP-001981	30000	00095- DANIDA	75100	75100-Facilities & Administration	4,515.00	2,962.00	23,674	1,834	2,265	35,250
		Total						122,307	103,828	262,707	85,010	90,313	664,165
		Component 4 Total :						273,942	326,063	501,117	292,704	210,800	1,604,626
		Component 4 Total GMS :						21,917	26,087	40,090	19,919	14,565	122,577
		Component 4 Total (including GMS) :						295,859	352,150	541,207	312,623	225,365	1,727,203
		Total Project Management Cost :						295,859	352,150	541,207	312,623	225,365	1,727,203
		Total Project Cost TRAC :						50,000	50,000	105,000	263,863	331,137	750,000
		Total Project Management Cost TRAC :						-	-	-	13,231	13,500	26,731
		Total Project Management Cost SDC :						156,235	215,508	221,616	228,364	153,156	974,879
		Total Project Management Cost DANIDA :						139,624	136,642	319,591	71,028	58,709	725,593
		Total Project Management Cost (TRAC+SDC+DANIDA) :						295,859	352,150	541,207	312,623	225,365	1,727,203
		Grand Total (US\$) (Component 1+2+3+4)=						1,543,787	1,732,599	1,869,739	1,550,501	1,070,669	7,767,294

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EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party					Donor					Budget Description					Planned Budget (5 Years)			Amount (USD)		
		Year-1	Year-2	Year-3	Year-4	Year-5	Year-1	Year-2	Year-3	Year-4	Year-5	Year-1	Year-2	Year-3	Year-4	Year-5	2018	2019	2020		2021	2022
Component 1: Total Budget by Output (SDC-10282)																						
Component-1	85,712	306,047	89,500	270,030	286,885	1,038,194																7,7673
Output-1	6,857	24,484	-	16,404	10,468	58,213																0,7500
Output-2	35,000	25,000	106,500	70,500	62,500	299,500																4,0173
Output-3	2,800	2,000	-	2,840	2,200	9,840																3,0000
Output-4	95,447	224,500	140,100	285,234	194,296	959,577																-
Output-5	7,636	17,960	-	14,099	8,117	47,812																-
Output-6	299,812	27,000	48,000	311,927	75,574	762,314																-
Output-7	23,985	2,160	30,728	24,955	6,046	87,874																-
Component-1 Total :	557,249	629,151	414,828	996,009	646,086	3,243,323																-
Component 2: Total Budget by Output (DANIDA-00095)																						
Component-2	270,593	402,560	504,300	146,782	85,814	1,410,049																-
Output-1	21,648	28,205	-	6,412	2,164	58,429																-
Output-2	17,791	15,500	129,000	4,607	20,000	186,898																-
Output-3	1,424	1,240	-	369	1,600	4,633																-
Output-4	248,325	145,800	15,000	30,000	21,500	460,625																-
Output-5	19,866	11,664	-	2,400	1,720	35,650																-
Output-6	86,000	14,002	34,500	4,000	26,000	164,502																-
Output-7	6,880	1,121	51,824	320	2,080	62,225																-
Component-2 Total :	672,527	620,092	734,624	194,890	160,878	2,383,010																-
Component 3: Total Budget by Output (SDC+DANIDA)																						
Component-3	-	34,500	32,000	38,500	30,500	135,500																-
Output-1	-	2,760	-	3,080	2,440	8,280																-
Output-2	9,141	64,587	109,000	5,000	5,000	192,728																-
Output-3	732	5,167	-	400	400	6,699																-
Output-4	7,665	22,400	30,000	-	-	60,065																-
Output-5	614	1,792	8,080	-	-	10,486																-
Component-3 Total :	18,152	131,206	179,080	46,980	38,340	413,758																-
Component 4: Total Budget by Output (SDC+DANIDA+TRAC)																						
Component-4	160,696	229,927	278,500	213,011	126,177	1,008,310																-
Output-1	12,856	18,395	-	14,602	8,875	54,728																-
Output-2	113,246	96,136	222,617	79,693	84,624	596,316																-
Output-3	9,061	7,692	40,090	5,317	5,690	67,850																-
Component-4 Total :	295,859	352,150	541,207	312,623	225,365	1,727,203																-
Grand Total (Component 1 + 2 + 3 + 4) =	1,543,787	1,732,599	1,869,739	1,550,501	1,070,669	7,767,294																-

DONOR CONTRIBUTION		TOTAL US\$	
CHF	DKK	CHF	DKK
UNDP - TRAC	-	-	-
SDC	3,960,000	-	-
DANIDA	-	20,000,000	-
GOB	-	-	-
Unfunded	-	-	-
TOTAL US\$ =			7,767,294

USD

SDC Contribution as per agreement: CHF 3960000 = 3,073,989
 1 CHF = 1.04 USD (dated: 17/Jan/18)

DANIDA Contribution DKK 20000000 = 3,288,800
 1 DKK = 0.16 USD (dated: 17/Jan/18)

Exchange Gain from SDC (3073989-3000000) = 73,989
 Exchange Gain from DANIDA (32888800-30000000) = 288,800
 Total Gain = 362,789
 Total Unfunded (estimated) = 280,000
 Total Budget increased due to exchange gain = 82,789

Total Budget by Fund & Donors	DONORS:					Amount (USD)
	2018	2019	2020	2021	2022	
TRAC FUND	-	50,000	105,000	263,863	331,137	750,000
SDC	660,633	816,592	709,837	1,001,808	530,847	3,719,717
GMS 8% (SDC)	52,850,637	65,327	56,787	80,144,64	42,468	297,577
DANIDA	768,799	741,370	924,181	189,523	153,905	2,777,778
GMS 8% (DANIDA)	61,504	59,310	73,934	15,162	12,312	222,222
Total Programmable Budget (US\$)	1,543,787	1,732,599	1,869,739	1,550,501	1,070,669	7,767,295
Implementing Agency						
UNDP DCOS :	635,957	841,703	1,142,108	928,535	566,004	4,114,307
NIM DP :						
NIM :	907,830	890,896	727,631	621,966	504,665	3,652,988
Total Project Budget: (US\$)	1,543,787	1,732,599	1,869,739	1,550,501	1,070,669	7,767,295

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EXPECTED OUTPUTS Components or major interim Results of the project; To be shown as Activities in Atlas	Activity #	PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)					Amount (USD)
								2018	2019	2020	2021	2022	

Aziz

Azizul Haque Sarder
Project Coordinator, a.i. &
Capacity Development & Gender Officer
EALG UNDP Bangladesh

Project Coordinator, a.i.
Signature and Date

[Signature]

Amitavh Sarker
Additional Secretary
Local Government Division
&
National Project Director
EALG Project

[Signature]
Resident Representative
Title, Signature & Date

This Annual Work Plan (AWP) is based on Results Management Guidelines (RMG) of UNDP. Once signed by UNDP and the Implementing Partner, the plan authorizes the responsible parties and project management to manage available resources and achieve set results.

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Project Name: Efficient and Accountable Local Governance, Procurement Plan -2020

Country Office: **Bangladesh**

Submitted by: **EALG Project**

Date: **19-Jan-20**

Project Name	Project ID	Buyer	Type of Procurement Action	Title of Procurement Action	Description of goods, services or works required	Unit of Measure	Quantity	Estimated Unit Price in USD	Estimated Total Price in USD	Multi-year contract in USD 2020	Multi-year contract in USD (2021)	Procurement request submission date	Target Purchase Order Date (if Goods) and Planned Contract Start	Final Delivery Date of Good/Service #/July/work/AC	Remarks	Project Status
BGD-0000088592	EALG 00106748	Ehsan	IC	Individual Consultant (IC) - Local	1.1.3. Prepare guideline for UZP Development and Coordination Committee (UZDCC) aligning with Union Development Coordination Committee (UDCC)/Consultant	Each	1	8,000.00	8,000.00	8,000.00		10.04.2020	30.05.2020	31.07.2020	Plan Submitted	
BGD-0000088595	EALG 00106748	Ehsan	IC	Individual Consultant (IC) - Local	1.1.7 Action research and guideline development on achieving SDG's target	Each	1	10,000.00	10,000.00	10,000.00		01.05.2020	15.06.2020	15.09.2020	Plan Submitted	
BGD-0000088596	EALG 00106748	Ehsan	IC	Individual Consultant (IC) - Local	1.2.2. Develop Public Financial Management (PFM) & Monitoring software for LGIs	Each	1	20,000.00	20,000.00	20,000.00		01.04.2020	15.05.2020	30.08.2020	Plan Submitted	
BGD-0000088598	EALG 00106748	Ehsan	Services	Consulting Firm Services	1.2.8. Developing database for mapping potential beneficiaries for different GO-NGO services (safety net programs) at Cox's Bazar	Each	1	10,000.00	10,000.00	10,000.00		15.03.2020	30.04.2020	15.08.2020	Plan Submitted	
BGD-0000088600	EALG 00106748	Ehsan	IC	Individual Consultant (IC) - Local	1.3.8, 2.4.5 & 2.4.5 Local Consultant for Mictrom Evaluation	Each	1	40,000.00	40,000.00	40,000.00		01.04.2020	15.05.2020	15.09.2020	Plan Submitted	
BGD-0000089652	EALG 00106748	Ehsan	IC	Individual Consultant (IC) - Local	1.3.10 Communication, Media, Visibility	Each	1	7,500.00	7,500.00	7,500.00		15.02.2020	01.03.2020	31.08.2020	Plan Submitted	
BGD-0000088601	EALG 00106748	Ehsan	IC	Individual Consultant (IC) - Local	2.1.4. Piloting and testing of the public financial management software in few UPs	Each	1	5,000.00	5,000.00	5,000.00		01.07.2020	30.08.2020	01.11.2020	Plan Submitted	
BGD-0000089654	EALG 00106748	Ehsan	IC	Individual Consultant (IC) - Local	2.1.9 Capacity Strengthening Assistance/Developing Web based MIS/Installing relevant software	Each	1	18,000.00	18,000.00	18,000.00		15.05.2020	30.05.2020	30.09.2020	Plan Submitted	
BGD-0000089655	EALG 00106748	Ehsan	Services	Consulting Firm Services	2.1.9 Capacity Strengthening Assistance/Developing Web based MIS/Installing relevant software	Each	1	30,000.00	30,000.00	30,000.00		01.06.2020	07.07.2020	30.10.2020	Plan Submitted	
BGD-0000088604	EALG 00106748	Ehsan	IC	Individual Consultant (IC) - Local	2.4.7. Communication and Dissemination (Electronic Media)	Each	3	7,500.00	7,500.00	7,500.00		01.03.2020	15.03.2020	30.08.2020	Plan Submitted	
BGD-0000088605	EALG 00106748	Ehsan	IC	Individual Consultant (IC) - Local	3.1.1. Conduct study on exploring potentials and challenges of integration of the UP, UZP and ZP Planning process	Each	1	12,000.00	12,000.00	12,000.00		15.03.2020	30.04.2020	15.07.2020	Plan Submitted	
BGD-0000088608	EALG 00106748	Ehsan	IC	Individual Consultant (IC) - Local	3.2.2. Conduct study on challenges of female members' participation and engagement in the activities of UP/UZP/ZP	Each	1	10,000.00	10,000.00	10,000.00		15.03.2020	30.04.2020	30.07.2020	Plan Submitted	

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PROJECT ID	Project Name	Project ID	Buyer	Type of Procurement Action	Title of Procurement Action	Description of goods, services or works required	Unit of Measure	Quantity	Estimated Unit Price in USD	Estimated Total Price in USD	Multi-year contract in USD 2020	Multi-year contract in USD (2021)	Procurement request submission date	Target Purchase Order Date (If Goods) and Planned Contract Start	Final Delivery Date of Goods/Service works/IC	Remarks	Process status
BGD-0000088606	EALG	00106748	Ehsan	IC	Individual Consultant (IC) Local	4.7 Strengthening Financial Management of the Project	Each	1	10,000.00	10,000.00	10,000.00		01.02.2020	10.02.2020	30.05.2020	Plan Submitted	
BGD-0000089657	EALG	00106748	Ehsan	IC	Individual Consultant (IC) Local	4.8 Finance Support Expert	Each	1	10,000.00	10,000.00	10,000.00		01.03.2020	20.03.2020	31.07.2020	Plan Submitted	
BGD-0000088609	EALG	00106748	Ehsan	Goods	Office Equipments	4.16 Equipment and Logistics/Motorcycle	lot	1	24,000.00	24,000.00	24,000.00		01.03.2020	01.04.2020	01.05.2020	Plan Submitted	
BGD-0000088610	EALG	00106748	Ehsan	Services	Workshop/Conference facilities	4.22 Annual planning workshop	Each	1	22,000.00	22,000.00	22,000.00		01.10.2020	01.11.2020	15.12.2020	Plan Submitted	
					Total				\$ 244,000.00	\$ 244,000.00	\$ 244,000.00	\$ -					

Continuous from previous year (2019)

EALG	00106748	Ehsan	IC	Individual Consultant (IC) Local	3.1.2 Study to examine scope and areas for fiscal decentralization for LGIs (continued)	Each	1	8,500.00	8,500.00	8,500.00							Continuous from previous year
EALG	00106748	Ehsan	IC	Individual Consultant (IC) Local	3.1.3 Develop Policy Brief on local resources mobilization (Continued)	Each	1	10,000.00	10,000.00	10,000.00							Continuous from previous year
EALG	00106748	Ehsan	Services	Consulting Firm Services	4.10. Driver (outsourcing)	Each	1	38,000.00	38,000.00	38,000.00							Continuous from previous year
					Total				\$ 56,500.00	\$ 56,500.00	\$ 56,500.00	\$ -					

Micro Purchase

EALG	00106748		Printing & Publishing Services	Printing & Communication Services and Advocacy Services	1.3.13 Developing and dissemination of communication materials (brief, reports, success stories, photography, video, etc.)	Lot	1	5,000.00	5,000.00	5,000.00			01.05.2020	01.06.2020	30.06.2020		
EALG	00106748		Printing & Publishing Services	Printing & Communication Services and Advocacy Services	1.4.6. Communication and dissemination of equality and gender development for training and campaign, e.g. poster, fastoon, banner, story book, fact sheet, etc.	Lot	1	2,000.00	2,000.00	2,000.00			01.06.2020	01.07.2020	31.07.2020		
EALG	00106748		Printing & Publishing Services	Printing & Communication Services and Advocacy Services	2.1.3 Promote citizen assistance on roles and functions of UPs (develop materials and community meeting)	Lot	1	5,000.00	5,000.00	5,000.00			01.05.2020	01.06.2020	30.06.2020		
EALG	00106748		Printing & Publishing Services	Printing & Communication Services and Advocacy Services	2.2.2. Developing and dissemination of communication materials (brief, reports, success stories, photography, video, etc.)	Lot	1	5,000.00	5,000.00	5,000.00			01.07.2020	01.08.2020	01.12.2020		
EALG	00106748		Goods	Office Equipments	4.15 Equipment and Logistics	Lot	1	5,000.00	5,000.00	5,000.00			01.05.2020	01.06.2020	30.06.2020		
EALG	00106748		Goods	Office Equipments	4.15 Equipment and Logistics	Lot	1	5,000.00	5,000.00	5,000.00			01.06.2020	01.07.2020	31.07.2020		
					Total				\$ 27,000.00	\$ 27,000.00	\$ 27,000.00	\$ -					

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**Annual Planning Workshop
of
'Efficient and Accountable Local Governance (EALG)' Project**



**Date: 18-20 December 2019
Venue: BCDM, Rajendrapur, Gazipur**

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Introduction:

The Annual Planning Workshop of 'Efficient and Accountable Local Governance (EALG)' was held on 18-20 December 2019 at BCDM, Rajendrapur, Gazipur. The workshop was chaired by Mr. Amitabh Sarker, Additional Secretary, Local Government Division and National Project Director of EALG Project. Deputy National Project Directors (DNPDs) of EALG project, Deputy Directors (Local Government) of nine districts, Policy Specialist of Democratic Governance Portfolio, UNDP; EALG project staffs including the Project Coordinators, Capability Development and Gender Officer, M&E and MIS Officer, Knowledge Management and Gender Officer, District Facilitators, Admin & Finance Associate and Project Assistant were present in the workshop.

Objectives of the workshop:

- Share overall achievements and results of EALG project
- Share progress of nine districts (results, achievements, challenges & mitigative measures, and lessons learned)
- Share the innovations and best practices of nine districts
- Share and finalize the Annual Work Plan (AWP) and priorities for 2020
- Set strategy/modality for effective implementation of the AWP 2020
- Share the EALG monitoring strategy and MIS indicators
- Share the ToRs of UZP Standing Committee and strategies for implementation of these ToRs

Workshop Sessions:

1: Presentation on overall progress and results of EALG project for the year of 2019:

The Project Coordinator of EALG project shared the achievements and results of EALG project attained in 2019. He mentioned that the project has achieved some good results in this year in spite of having some challenges. Project's results are more visible, which is satisfactory; this trend needs to be retained and continued. These are: (a) 13% schemes implemented under the leadership of UZP women Vice Chairs at Upazila level whereas 20% schemes implemented by UP women representatives at Union level, (b) 12% of total UP budget under EALG allocated for the development of women and marginalized citizens; (c) increased transparency and accountability 35% UPs, (d) for the first time under EALG prepared and published their annual reports (e) for the first time EALG introduced a systematic public hearing at 16 UP level to enhance accountability and public engagement. Through the hearing a total of 244 issues raised by the citizen and instant initiatives were taken to resolve 103 issues (f) 100% UPs organized Ward Shava and Open Budget sessions where poor (14%), youth (16.5) and women (35%) attended and raised their voice, (g) 100% Upazila under EALG organized open budget sessions and published their budget timely where women (36%), poor (8%) and youth (17%) attended and raised their voice, (h) EALG is working with low performing UPs and after its interventions, a total of 55% UPs improved their performance and received block grants from LGSP-3 in 2018-19 fiscal year. A total of 6,93,61,487 BDT received from LGSP-3 as performance grant where 83,23,378(12%) BDT were allocated for marginalized and women citizens etc. During this period, the project could utilize around 91 % of its resources allocated for this year. By end of December the delivery will be close to 100%.

2. Presentation of nine districts results, achievements, challenges & mitigative measures, and lessons learned for 2019:

The Deputy Directors-Local Governance and or District Facilitators of nine districts presented their individual district's results, lessons-learned, challenges and mitigative measures, innovations, and best practices. All districts have completed almost all of their individual activities within the time-frame. All districts implemented most of the targeted activities; rest of the activities will be implemented within 31 December 2019. Nobody informed that any activity will remain unfinished. All districts results are more visible, which is satisfactory; this

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trend needs to be retained and continued. Some results, best practices and innovations have been appreciated by the workshop participants.

3. Group work: Identifying innovations for improving local governance:

All participants of the workshop were divided into four groups and were assigned to brainstorm for identifying the innovations for improving local governance system under project area. After discussion among these group; the group members identified eight best practices for scaling up. These are:

1. Software-based tax collection
2. UP ponds may be used for fish culture
3. Ward Shava schemes may be hanged in Open Budget Session.
4. Birth registration within 45 days of birth
5. GPS based monitoring
6. Tax fair and public hearing
7. Capacity Development money retention
8. 100% beneficiary list uploaded in web-portal.

4. Share and finalize the Annual Work Plan (AWP) and priorities for 2020

The Project Coordinator of EALG project shared the major activities proposed for implementation in 2020, which have been incorporated in the Annual Work Plan-2020. He mentioned that based on success in 2019, some activities have been incorporated for implementing in 2020.

5. Set strategy/modality for effective implementation of the AWP 2020

Mr. Azizul Haque, Capacity Development and Gender Officer presented the modality for effective implementation of AWP. He also presented the expected outputs and outcomes of the new activities to be implemented in 2020. He also requested DFs to follow the guideline for implementing the activities at the field level as well as for recording & reporting effectively.

6. Discussion on EALG monitoring strategy and MIS indicators

Md. Shahadot Hossain, M&E and MIS Officer presented the draft M&E strategy of the project along with the monitoring targets and tools. In his presentation, he discussed about the frequency of monitoring visits by different project personnel including DFs, M&E and MISO, CD&GO, KM&CO, PC, PS, DDLG, DNPd and NPD. He also proposed to follow the monitoring checklist while completing any field visit by any project staff. During the discussion, specific monitoring targets and frequency were set for all officials.

7. Share the ToR of UZP Standing Committee and Strategies for implementation developed by Consultant

Dr. Pranab Kumar Pandey, Professor, Department of Public Administration, Rajshahi University presented the draft ToR of 17 Standing Committees of UZP and details modality for implementing of these ToR developed by himself. A detail discussion was held on these ToR and all participants provided their suggestions on ToRs; especially Dr. Mobasser Monem, Professor, Department of Public Administration, Dhaka University gave his valuable comments in improving and execution of this ToRs.



Decisions of the Workshop:

- Inception at Cox's Bazar will be organized in first week of January 2020.
- Coordination meeting with LGSP, UGDP and similar project will be organized at Dhaka very soon.
- Project's results will be documented properly and will be published. A draft story book will be shared with senior management by end of January 2020.
- GPS location will mandatorily be used by all districts in capturing photos of project events.
- In case of remote UPs, some training programmes may be held at Upazila level instead of district level considering TA and DA of participants.
- DDLGs and DFs will take initiatives for ensuring PBG of all 30 UPs in 2019-20.
- DDLGs and DFs will visit all the UPs and UZPs on regular basis.
- Newly recruited UP Accountant cum Computer Operators should be included in the EALG training programmes.
- Tax collection and local resource mobilization should be emphasized more in 2020; Tax assessment can be conducted, and tax fair can be organized in all UPs;
- The project will organize a sharing session with project management team on the final baseline report.
- AWP needs to be finalized before deadline and donor's requirements;
- Refresher training for the UP-Gram Police and standing committee members needs to be organized again.
- The final publication of research grant should be completed in 2020;
- The project took decision for applying eight types of best practices for scaling up. These are: 1. Software-based tax collection, 2. UP ponds may be used for fish culture, 3. Ward Shava schemes may be hanged in Open Budget Session, 4. Birth registration will be completed within 45 days of birth, 5. GPS based monitoring, 6. Conducting tax fair and public hearing, 7. Capacity Development money retention, 8. 100% beneficiary list uploaded in web-portal.
- In open budget session at UP/UZP level different line department/ transferred department officials should be present.
- DFs will provide feedback on Web based MIS indicators within one week and based on the feedbacks this MIS will be finalized and executed soon.
- Project will assess which UZP and UP services are essential for the citizens and how these services can improve the lives of citizens.
- The project will support LGD to issue a letter to perform some activities perfectly from ADP fund; i.e. organizing open budget session, conducting public hearing, organizing Ward Shava, conducting standing committee meeting at UP level and conducting open budget session at UZP level.
- The project will support LGD to issue a letter for organizing foreign training.
- All DFs and DDLGs will follow up for updating of UP/UZP websites.

Closing:

The Chair thanked all the participants for their active participation. He appreciated the role of UNDP and LGD for their extended supports for the LGIs and for the project. He thanked all staff for achieving good results despite having some challenges. He suggested the project staffs to undertake necessary initiatives for implementation of the decisions and recommendations of the workshop for the betterment of the project.



Annex-1: Program Schedule

Program Schedule for Annual Planning Workshop, 2020
Efficient and Accountable Local Governance (EALG) Project
Duration: 18-20 December 2019
Venue: BCDM, Rajendrapur, Gazipur

Sl.	Program	Time	Responsibility
Day 1: 18 December 2019 (Wednesday)			
	Arrival and check in	16.00-17.30	All participants
	Welcome tea	17.30-18.00	All participants
1	Inaugural session	18.00-19.00	Secretary, LGD NPD, EALG Project Representatives of UNDP and Development Partners
2	Presentation and discussion on overall Progress and Results of EALG Project	19.00-19.45	Project Coordinator
	Dinner	19.45-21.00	All participants
Day 2: 19 December 2019 (Thursday)			
	Breakfast	07.30-09.00	All participants
3	District-wise presentation: Results, Achievements, Challenges, lessons learned and issues of project implementation (around 15 minutes presentation per district and question and answer): Rajshahi, Faridpur, Khulna, Patuakhali and Cox's Bazar districts	09.00-11.00	DDLGs & District Facilitators
	Tea break	11.00-11.15	
4	District-wise presentation: Results, Achievements, Challenges, lessons learned and issues of project implementation (around 15 minutes presentation per district and question and answer): Sunamganj, Netrokona, Chandpur and Rangpur districts	11.15-12.15	
5	EALG draft Annual Work Plan for 2020: Sharing and Discussions	12.15-13.00	Project Coordinator, EALG
	Lunch break	13.00-14.00	
6	Group work – Innovations in local governance: Strategies for 2020	14.00-14.50	Policy Specialist, UNDP
6	Presentation on group work	14.50-15.40	Four Groups
	Tea break	15.40-16.00	




Sl.	Program	Time	Responsibility
7	Consultation on EALG's Monitoring Framework and Indicators	16.00-17.00	M&E and MIS Officer and National Consultant on MIS
	Free time	17.00-20.00	
	Dinner	20.00-22.00	
Day 3: 20 December 2019 (Friday)			
	Breakfast	08.00-09.00	
8	Implementation modality of AWP 2020 and field events	09.00-9.40	Capacity Development & Gender Officer, EALG
9	Presentation on Terms of References of UZP Standing Committees and Strategies for Implementation	09.40-10.30	Prof. Pranab Pandey, National Consultant, EALG
	Teak break	10.30-10.45	
10	Discussions on the draft ToRs by designated discussants and participants	10.45-12.00	Prof. Mobasser Monem is one of the designated discussants
11	Wrap up and summary of discussions	12.00-12.20	Project Coordinator
12	Closing remarks by NPD	12.20-12.30	NPD, EALG
	Lunch and Prayer	12.30-14.30	
	Check out	14.30	




Minutes of Progress Review Meeting for Preparing AWP 2020

Efficient and Accountable Local Governance (EALG) Project

Date: 24 December 2019

Venue: EALG Project Office, 3rd Floor, NILG Campus, Agargaon, Dhaka

A progress review meeting for Preparing AWP 2020 held on 24 December 2019 at EALG Project Office, Agargaon, Dhaka. Mr. Abu Shahin Md. Ashaduzzaman, Project Coordinator chaired the meeting and Md. Mozammel Haque, Policy Specialist, DGC, UNDP was present as chief guest. Other staffs of EALG PMU office were also present in the meeting. A list of participants is enclosed in annex A.

Agenda of the meeting:

1. Sharing the progress of activities accomplished from January to November 2019 and challenges and lessons learned of EALG project;
2. Discussion on preparing Annual Workplan for 2020;
3. AoB

At the beginning of the meeting, the Project Coordinator welcomed colleagues for attending in the meeting within short notice. Discussions were taken place as per the agenda of the meeting which were as follows:

Agenda 1: Sharing the progress of activities accomplished from January to November 2019, challenges and lessons learned of EALG project;

Project Coordinator of EALG Project shared the overall progress of project activities and achievements along with the challenges and lessons-learned for the period of January-November 2019. He informed that most of the planned activities have been implemented during the period including the activities which were pending from the allocation of last year. However, some districts have attained good progress, but few are still lagging behind. In spite of several challenges including Upazila election held country-wide in mid of 2019, the overall progress of fund utilization from January to November 2019 was 86%.

Detailed discussion was held in the meeting. It was discussed that the project needs to disburse the fund early, so that the field colleagues get enough time for planning and implementing project activities. Participation of different sections of communities needs to be ensured in the Ward Shava, facilitation of the Ward Shava needs to be strengthened and more public hearing at UP level need to be organized. More training for UP/UZP functionaries, UP Secretaries, and UP Standing Committee members were recommended by PMU staff. Maintaining quality of project activities at field level was discussed and was given much emphasis in the meeting.

Decisions:

1. For ensuring quality of project activities at field level, the guidelines should be followed strictly and monitoring visits by project management and DDLG needs to be enhanced.
2. Training for UZP functionaries will be organized at the first week of 2020.
3. Detailed guideline for holding Ward Shava and public hearing need to be followed by the project staff.

Agenda 2: Discussion on preparing the Annual Workplan for 2020;

After coming back from Annual Planning Workshop dated from 18-20 December 2019, the EALG team review the feedback and comments on draft AWP and decided to incorporate them as relevant. Hence the following discussion held to improve/revise the draft AWP 2020.


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- Refresher training for the UP-Gram Police and standing committee members needs to be organized again also incorporated in AWP 2020.
- Newly recruited UP Accountant cum Computer Operators should be included in the EALG training programmes.
- Tax collection and local resource mobilization should be emphasized more in 2020; Tax assessment can be conducted, and tax fair can be organized in all UPs;
- Coordination meeting with LGSP, UGDP and similar project should be organized at central level.
- The activities of DANIDA component need to be completed by June 2021 so its budget needs to be reallocated. Based on this decision, multiyear budget needs to be revised.
- Need to prepare all supportive documents along with AWP 2020 and submit them to UNDP before deadline.

Based upon the discussion, the draft AWP 2020 has been revised and incorporated them in it.

Agenda 3: Any other Business (AOB)

The meeting discussed an issue related to taking approval of revised TAPP.

Decision:

1. The project will pursue with the ERD and LGD for taking approval of revised TAPP.

Annexure: Participants' List:

Sl.	Name	Designation	Mobile
1	Mr. Md. Mozammel Haque	Policy Specialist, DGC, UNDP	01711577426
2	Mr. Abu Shahin M. Ashaduzzman	Project Coordinator, EALG	01720572856
3	Mr. Azizul Haque Sarder	Capacity Development & Gender Officer, EALG	01780073931
4	Ms. Naoshin Afroz	KM & Communication Officer, EALG	01725406420
5	Md. Shahadot Hossain	M&E and MIS Officer	01965879787
6	Md. Shahab Uddin	Project Assistant	01830000663
7	Md. Masud Ahmed Bhuyan	Finance Associate	01732433300
8	Mr. Parimol Chandra	Consultant-Finance Support	01733398000

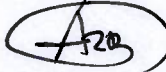


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Azizul Haque Sarder
Project Coordinator, a.i. &
Capacity Development & Gender Office
EALG, UNDP Bangladesh

Efficient and Accountable Local Governance (EALG) Project
Issue Log

<i>Issue:</i>	<i>Limited staffs compared to additional work load</i>
Management Response:	Some of the consultants already hired and they are working for the project. In addition, the other positions of shortage staff are on process of hiring.
<i>Issue:</i>	<i>Frequent transfer of Government staffs (DDLG) from duty station</i>
Management Response:	The full time DDLG posted in all project districts by government and expected to retain the positions at least for next 6 months.
<i>Issue:</i>	<i>Approval of revised TAPP by the Planning Commission</i>
Management Response:	The revised version of TAPP submitted to LGD and follow up process ongoing to approve it through Planning Commission.



22.01.2020

Azizul Haque Sarder
Project Coordinator, a.i. &
Capacity Development & Gender Office
EALG, UNDP Bangladesh

Efficient and Accountable Local Governance (EALG) Project

Risk Log

<i>Risk:</i>	<i>Forex losses, short of fund.</i>
Management Response:	Adjustment of planned activities will be done, and duration of project will be curtailed.
<i>Risk:</i>	<i>The most critical aspect of the interventions concerns the ability of the government and engage broadly with central stakeholders (the Cabinet, line ministries, finance, etc.)</i>
Management Response:	Discussions will be held with political parties to sensitize them about the role of MPs in the UZPs. Measures will be employed to manage relations with national authorities to ensure confidence in activities and adequate reach out. UNDP has a plan to bring all ministries, including finance under the leadership of Cabinet division in order to overcome any possible risk in this regard.
<i>Risk:</i>	<i>Low level fiduciary risk</i>
Management Response:	All procurements and transactions are done according to established UN procurement rules as well as Public Procurement Rules of the Government of Bangladesh. This will reduce the possibility of corruption in the implementation process.
<i>Risk:</i>	<i>Risk of duplication of efforts and missed synergies</i>
Management Response:	The selection of interventions is done to avoid such duplication up front and to supplement ongoing support, but some of the interventions has to be closely coordinated with other projects such as the support to PFM in Upazilas, which need to link to the UGDP interventions in PFM.
<i>Risk:</i>	<i>Getting access to the central policy makers</i>
Management Response:	Since the project will be implemented through LGD, it is expected that bureaucracy and political leadership will show a positive intent in providing support to the project.
<i>Risk:</i>	<i>Bringing Structural changes</i>
Management Response:	All out efforts will be given to build confidence with the LGD, Cabinet division, ministry of finance and other related ministries along with political leaders. UNDP has considerable experience of mitigating these types of risk. In order to justice the need for changes, different studies will be conducted. Then, series of discussion sessions will be held with the policy makers and stakeholders to convince them about the required changes.
<i>Risk:</i>	<i>Vested interests and system inertia in the intervention process</i>
Management Response:	Rapport building with political parties through series of discussions. Rapport building with the Cabinet division with an intention to encourage them to play a lead role in ensuring corporation of line ministries.
<i>Risk:</i>	<i>UP Elections during middle of project implementation</i>
Management Response:	With the active support from UNOs, DDLGs and local authorities, the project staff quickly built up rapport with the UP-office bearers. Moreover, engagement with community organizations and UP Ward members, and the Ward residence would further ease the process of engagement.
<i>Risk:</i>	<i>Local administration does not extend their support to the Project</i>
Management Response:	Local administration are supportive to implement project activities at the field level.
<i>Risk:</i>	<i>UZP election during middle of project implementation</i>
Management Response:	Upazila election completed and project staff by this time built good relationship with UZP functionaries.
<i>Risk:</i>	<i>Political unrest</i>
Management Response:	Alternative wok modalities and communication through Skype and cell phone to maintain the momentum of implementation during political


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	unrest will be followed. UNDP followed such approach during political unrest in 2013.
<i>Risk:</i>	<i>Natural disasters (floods, cyclones, earthquakes, etc.) may occur during project implementation</i>
Management Response:	Monitor the weather and inform the work teams and beneficiaries of risks. Have a communication system in place.
<i>Risk:</i>	<i>Unstable political situation may hinder smooth implementation of the programme</i>
Management Response:	Operating procedures in place to monitor security in work areas and control staff deployment and manage equipment accordingly. Besides, UNDP had adopted alternative work modalities and communication through Skype and cell phone to maintain the momentum of implementation during the political unrest in 2013. The same approach will be adopted, if there is unrest situation
<i>Risk:</i>	<i>Public financial management</i>
Management Response:	Financial management training will be designed in the proposed programme to improve the capacities of key Union Parishad personnel. There will be introduction of accounting software to reduce the possibilities of errors and allows for validation & supervision.
<i>Risk:</i>	<i>There is a low risk of overlapping and/or duplication of effort with other donor funded projects like LGSP II (upcoming LGSP III) funded by the World Bank, etc.)</i>
Management Response:	<i>UNDP has considerable experience of mitigating these risks through signing of joint cooperation framework involving LGD and donor partners in the one hand and working in close collaboration with projects like LGSP II/III on the other will reduce such risks.</i>

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22.01.2020

Azizul Haque Sarder
Project Coordinator, a.i. &
Capacity Development & Gender Office:
EALG, UNDP Bangladesh

PROJECT MONITORING AND EVALUATION PLAN -EALG

Project Title and Duration	: Efficient and Accountable Local Governance (EALG); January 2018- December 2022
Project ID (Atlas)	00106748
CPD Outcome/Output	<p>OUTCOME 2: Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups</p> <p>OUTPUT</p> <p>1.2. National and local governments have the capacity to implement urban and rural poverty policies and programmes. 2.3 The government has the capacity to develop policies and carry out sectoral and geographical interventions in districts where inequality of progress is evident.</p> <p>CPD Indicator 2.3.1: Level of capacity of sub national governments/administrations for planning, budgeting and monitoring basic services delivery</p>
UNDAF Outcome	Outcome 1: Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities, and advancement of vulnerable individuals and groups
Strategic Plan Output	<p>SP Output Statement: 1.2.1. Capacities at national and sub-national levels strengthened to promote inclusive local economic development and deliver basic services including HIV and related services</p> <p>Indicator: 1.2.1. Existence of national and sub-national governments with improved capacities to plan, budget, manage and monitor basic services</p>
SDG Goal/Target	<p>Goal 16. Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels</p> <p>Target: 16.3. Promote the rule of law at the national and international levels and ensure equal access to justice for all 16.6. Develop effective, accountable and transparent institutions at all levels 16.7. Ensure responsive, inclusive, participatory and representative decision-making at all levels</p>

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PROJECT MONITORING AND EVALUATION PLAN-EALG



Component 1: Inclusive and Accountable Upazila Parishad (IAUP)

Expected Output 1: Output 1: UZP Committees strengthened their horizontal coordination with line departments and oversight capacity and upward accountability with the District Development and Coordination

Project Output Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
Number of Terms of References (ToRs) for UZP committees approved and introduced into UZP regulatory framework	14.3% UZP [2019]	0[2018] 3[2019] 17[2021]	No [2019]	Project report	Annual report, Government circular	Annual	Project staff	N/A	A: UP Committees have approved ToR R: Incorporating the ToR in the regulatory framework
% of Upazila undertook initiatives on SDGs localization	28.6% [2019]	0% [2018] 25% [2019]	NA [2018] 78% [2019]	Project report	Meeting minutes, Annual report	Bi Annual	Project staff	N/A	A: Government has strong commitment for localization of SDGs R: Lack of understanding UP officials on localization of SDGs
% of Upazila for which UZP and local functionaries of at least three transferred departments coordinate their activities at the District Development and Coordination Committee (at least twice a year).	No	0% [2018] 30% [2019] 40% [2020]	NA [2018] 0[2019] 78% [2019]	Project report	Meeting minutes, Annual report	Bi Annual	Project staff	N/A	R: Implementation of decisions

Expected Output 2: UZP Financial management is strengthened for improved funding absorption capacity and accountability

Project Output Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
Public Financial Management (PFM) manual prepared, piloted	28.6% [2019]	No [2018] Yes [2019] Yes [2020]	NA [2018] No [2019]	Project report	Public Financial Management manual	Annually	Project staff	N/A	A: LGD is interested to prepare the PFM Manual R: Making the PFM manual compatible with UP activities

PROJECT MONITORING AND EVALUATION PLAN -EALG

Expected Output 3: Downward accountability of the UZP Committees is strengthened through effective and inclusive public engagement mechanisms and practices									
Project Output Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
% of UZP that publish their budget timely	14.3% [2019]	0 [2018] 30% [2019] 40% [2020] 50% [2021]	NA [2018] 100% [2019]	Project report	Meeting minutes, Annual report	Quarterly	Project staff	N/A	A: UZP Act provides this provision R: Lack of skills of UZP officials on preparation of budget
Open Budget and participatory Planning mechanisms in UP Act piloted, adapted and replicated in UZP Act.	14.3% [2019]	0 [2018] NA [2019] 100% UZP [2020]	NA [2018] NA [2019]	Project report	Meeting minutes, Annual report	Quarterly	Project staff	N/A	A: Urban LGIs are already practicing open budget R: Strong political commitment is required for amending legal provisions
All pilot UZP have active Facebook and/or Twitter accounts	66.7% [2019]	0 [2018] 30% [2019] 100% [2020]	NA [2018] 78% [2019]	Project report	Facebook and/or Twitter accounts	Quarterly	Project staff	N/A	A: Easy to open facebook and twitter account R: Limited number of manpower to administer accounts
% of citizens in the selected UZPs are aware of UZPs activities and key priorities in the annual budget	24.2% [2019]	NA [2018] NA [2019] 20% [2020] 35% [2022]	NA [2018] NA [2019]	Project report	Budget	Bi-annually	Project staff	N/A	A: Community people are interested
Expected Output 4: The ability of Women Upazila Parishads Members to fulfill their role and duties in council work strengthened									
Project Output Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
Percentage of women Vice-chair and Councilor trained to active the Women Development Forums	28.6% [2019]	0 [2018] 70% [2019] 90% [2019]	85% [2018] 100% [2019]	Project report	Training report, Annual report	Quarterly	Project staff	N/A	A: UZP VCs are interested to be active WDF
Percentage of men councilors/members sensitized on gender issues	No [2019]	0% [2018] 70% [2019]	90% [2018] 92% [2019]	Project report	Training report, Annual report	Quarterly	Project staff	N/A	A: LGD is interested to sensitize R: Lack of interests of male

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PROJECT MONITORING AND EVALUATION PLAN -EALG

Project Output Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
% of UPs mainstreamed local resilience programme into their 5 years plan	14.3% [2019]	0% [2018] 10% [2019] 30% [2020] 50% [2022]	NA [2018] 16% [2019]	Project report	UP plan, Annual report	Annually	Project staff	N/A	A: This is critical for sustainable development R: Lack of understanding of UP functionaries on local resilience programme
Expected Output 3: Poor and marginalized citizens, including women, are empowered to make decisions on local development and political participation									
% of budget allocation by UPs earmarked for women responsive development initiatives	28.6% UZP [2019]	5% [2019]	NA [2018] 9% [2019]	Project report	UP Budget, Annual report	Annually	Project staff	N/A	A: Awareness of UP functionaries is enhancing on women responsiveness Risk: Limited resources of UPs
% of women and marginalized citizens taking part in Ward Shava	18.7% [2019]	5% [2019] 15% [2019]	NA [2018] 48.89% [2019]	Project report	UP Budget, Annual report	Annually	Project staff	N/A	A: Awareness of UP functionaries is enhancing on women responsiveness Risk: Limited resources of UPs
Expected Output 4: Policy dialogue at national and local level engaging civil society and other stakeholders initiated to promote democratic and accountable service delivery at the local level									
Number of measures (memos/ circulars/ guidelines) issued by LGD on the issues including fiscal flow to UP, UP taxation and assignment of health and education services to UP	No [2019]	1 [2019] 2 [2019]	NA [2018] No [2019]	Project report	Meeting minutes, Annual report	Annually	Project staff	N/A	A: Project Director and Project Coordinator will assist
Number of policy studies conducted by the gov't during this project period	No [2019]	2[2019]	2 studies completed and two are continuing	Project report	Study report Annual report	Annually	Project staff	N/A	A: LGD is interested to conduct

Arb



PROJECT MONITORING AND EVALUATION PLAN -EALG

Expected Output 3: UP/UZP committees and inter-ministerial coordination committee is strengthened for better performance of LG bodies

Project Output Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y) *	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
Dialogues with government policy makers are regularly held in the framework of the inter-ministerial coordination committee in order to address priority challenge for effective local services provision	No [2019]	0 [2019] 4 [2020] 5[2021]	NA [2018] 0 [2019]	Project report	Meeting minutes, Attendance sheet, Annual report	Quarterly	Project staff	N/A	A: Policy Advisory Group already in place at LGD R: Lack of interests of PAG members to participate in the meetings actively

Expected Key result at the end of 2020

Expected result 1: Strengthened capacity of Upazila Parishad in order to perform their roles and responsibilities

Project result Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y) *	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
% UZP undertook initiatives on SDGs localization.	28.6% [2019]	40% [2020]		Project report	Event report. Annual report	Semi-annually	Project staff	N/A	A: DF will be motive UZPs
% of UZP published their budget timely.	14.3% [2019]	50% [2020]		Project report	Event report. Annual report	Semi-annually	Project staff	N/A	A: DF will be motive UZPs

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PROJECT MONITORING AND EVALUATION PLAN-EALG

Project result Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y) *	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
% of UZP schemes implemented under the leadership of women vice-chair/women councillors.	71.4% UZP [2019]	30% [2020]		Project report	Scheme list Annual report	Semi-annually	Project staff	N/A	A: IGD is interested to sensitize R: Lack of interests of male councillors/members
% of women vice-chair and councillor trained and active in the Women Development Forums and percentage of men councillors sensitized.	28.6% [2019]	90% [2020]		Project report	Event report. Annual report	Semi-annually	Project staff	N/A	A: UZP VCs are interested to be active WDF
Expected result 2: Strengthened capacity Union Parishad in order to perform their roles and responsibilities and Increased community participation for effective planning and implementation of Union Parishad									
% of Union Parishads (UPs) have operational Standing Committees (SCs) and hold meetings on regular basis.	85.7% [2019]	35% [2020]		Project report	Meeting minutes, Annual report	Semi-annually	Project staff	N/A	A: DF will motivate the UPs.
% of UPs held Open Budget Session.	42.9% [2019]	70% [2020]		Project report	Meeting minutes, Attendance sheet, Annual report	Semi-annually	Project staff	N/A	A: DF will motivate the UPs.
% of development schemes at UP level implemented for and by women.	87.2% UZP [2019]	15% [2020]		Project report	Annual report	Semi-annually	Project staff	N/A	A: Women are interested in implementing schemes and DF will motivate the UPs.
% of UPs ensured participation of poor and marginalized citizens at Ward Shava and Open Budget Session.	42.9% [2019]	40% [2020]		Project report	Meeting minutes, Attendance sheet, Annual report	Semi-annually	Project staff	N/A	A: DF will motivate the UPs.

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PROJECT MONITORING AND EVALUATION PLAN -EALG

Indicator	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
% of budget allocation for participation of marginalized citizens and women in development initiatives.	28.6% [2019]	10% [2020]		Project report	Meeting minutes, Annual report	Semi-annually	Project staff	N/A	R: Chairmen are less interested
% of UPs received Performance Block Grants (PBG) from LGSP-3 in the financial year 2019-20.	0% [2017]	70% [2020]		Project report	Meeting minutes, Attendance sheet, Annual report	Semi-annually	Project staff	N/A	A: UPs will be more capable
% of schemes implemented by UPs proposed from Ward Shavas.	TBD	90% [2020]		Project report	Meeting minutes, Annual report	Quarterly	Project staff	N/A	R: Chairmen are less interested

CPD Output 1.2. National and local governments have the capacity to implement urban and rural poverty policies and programmes.

CPD Output Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks

CPD Output 2.3. The Government has the capacity to develop policies and carry out sectoral and geographical interventions in districts where inequality of progress is evident

CPD Output Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
2.3.1. Level of capacity of sub national governments/ administrations for planning, budgeting and monitoring basic services delivery	3[2016]	4[2020]	NA [2018] NA [2019]	Review study document	Midterm evaluation	Mid of project	Third party	N/A	
2.3.2. Extent to which policy and institutional reforms increase access to social protection schemes targeting the poor and other at-risk groups	3[2014]	4[2020]	NA [2018] NA [2019]	Review study document	UNDP annual independent expert panel	Mid of project	Third party	N/A	




PROJECT MONITORING AND EVALUATION PLAN -EALG

SDG Target: 5.5. Ensure women's full and effective participation and equal opportunities for leadership at all levels of decision-making in political, economic and public life

Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
5.5.1. Proportion of seats held by women in (a)national parliaments and (b)local governments	No [2019]	2022	NA [2018] NA [2019]	-Survey	-Perception survey	Mid of Project End of project	Third party		

SDG Target: 13.1. Strengthen resilience and adaptive capacity to climate-related hazards and natural disasters in all countries

Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
13.1.3. Proportion of local governments that adopt and implement local disaster risk reduction strategies in line with national disaster risk reduction strategies	No [2019]	2022	NA [2019]	-Survey	-Perception survey	Mid of Project End of project	Third party		

SDG Target: 16.3. Promote the rule of law at the national and international levels and ensure equal access to justice for all

Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks

SDG Target: 16.6. Develop effective, accountable and transparent institutions at all levels

Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
16.6.2. Proportion of the population satisfied with their last experience of public services	No [2019]	2022	NA [2019]	Document study	-Evaluation report -Perception survey	Mid of Project End of project	Third party		



PROJECT MONITORING AND EVALUATION PLAN -EALG

SDG Target: 16.7. Ensure responsive, inclusive, participatory and representative decision-making at all levels

Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
16.7.2. Proportion of population who believe decision-making is inclusive and responsive, by sex, age, disability and population group	No [2019]	2022	NA [2019]	-Survey	-Perception survey	Mid of Project End of project	Third party		

Evaluation/Study/Survey Plan:

Evaluation Title	UNDP Strategic Plan Outcome	Partners (joint evaluation) [1]	Evaluation commissioned by (if not UNDP)	Type of Evaluation	Planned Evaluation Starting Date (Month/Year)	Planned Evaluation Completion Date (Month/Year)	Estimated Cost	Provisional Source of Funding	Commissioned to external firm/consultant
Baseline survey		No		Baseline survey	Oct 2018	October 2019	USD 30,000	Donor resources	
Conduct Mid-term Evaluation		No	-	Project Mid-term evaluation	March 2020	August 2020	USD 15,000	Donor resources	
Citizen perception Survey		No		Citizen perception	Oct 2021	Dec 2021	USD 30,000	Donor resources	
Conduct Final Evaluation		No	-	Project final evaluation	Oct 2022	Dec 2022	USD 35,000	Donor resources	

Aziz
Azizul Haque Sardar
 Project Coordinator, a.i. &
 Capacity Development & Gender Officer
 EALG UNDP Bangladesh



PROJECT MONITORING AND EVALUATION PLAN -EALG



M&E Budget 2020

Description	Budget allocated in 2020 (USD)	Cost spent so far in 2020 (USD)	Total cost, including cost projected towards end of 2020(USD)	Time spent on 1) monitoring and 2) evaluation
1. Dedicated M&E staff				
a) Monitoring & Evaluation and MIS Officer (1)	21,240	-	-	
Sub-Total	21,240			
2. Monitoring Activities				
a) Field monitoring	14,000	-	-	
b) Provide training/ workshop	3,000	-	-	
d) MIS Software development	50,000	-	-	
Sub-Total	67,000			
3. Evaluation Activities				
a) Mid-term evaluation	30,000	-	-	
b) Evaluation workshop	-	-	-	
e) Citizen perception survey	-	-	-	
Sub-Total	30,000			
Grand Total	118,240			
Proportion to Total Budget	6.05%			

UNDP Bangladesh NIM/DIM Project Recruitment Plan - 2020
Project/Cluster: Efficient and Accountable Local Governance (EALG) Project

1. HR Plan for 2020- New Hire

Position	Position reflected in Annual Work Plan Yes/No	Contract modality	Number of positions	Category/Band	Contract duration	Person Expected on board*	Budgeted amount in USD	Position budgeted & reflected in AWP Yes/No
Finance & Admin Officer	Yes	SC	1	National, SB 3	1 Year	15-Feb-20	24,500.00	Yes

NOTE:* Request for Service to be submitted at least 2 months prior the recruitment process



** The SCs salaries and Performance Bonus amount shall be allocated under 71405

1. Position management- Existing Staff (both national and international if applicable) all contract type (SC, IFTA, ITA, SSA)

Name	Post title	Contract modality	Level/Band	Contract end date	Planned extension	Remarks
Md. Mozammel Haque	Policy and Coordination Specialist (50%)	SC	National, SB 5/3	24-Sep-20	Continued	
Under Recruitment Process	Project Coordinator	SC	National, SB 5/5			Vacant at present
Azizul Haque Sarder	Capacity Development & Gender Officer	SC	National, SB 4/3	30-Apr-20	Continued	
Md. Shahadat Hossain	M&E and MIS Officer	SC	National, SB 3/5	15-Feb-20	Continued	Will be vacant
Naoshin Afroz	Knowledge Management & Communication Officer	SC	National, SB 3/2	30-Apr-20	Continued	
Masud Ahmed Bhuiyan	Finance & Admin Associate	SC	National, SB 3/2	30-Apr-20	Continued	
Md. Monir Hossain Mazumder	District Facilitator	SC	National, SB 3/3	14-Jul-20	Continued	
Abul Farah Mohammed Saleh	District Facilitator	SC	National, SB 3/3	16-Jul-20	Continued	
Nuruddin Mamun	District Facilitator	SC	National, SB 3/3	31-Jul-20	Continued	
Md. Iqbal Hasan	District Facilitator	SC	National, SB 3/3	14-Jul-20	Continued	
Abu Hena Mostofa Kamal	District Facilitator	SC	National, SB 3/3	31-Jul-20	Continued	
Abdur Razaque	District Facilitator	SC	National, SB 3/3	31-Jul-20	Continued	
Momen Khan	District Facilitator	SC	National, SB 3/3	1-Sep-20	Continued	
Masur RAHMAN	District Facilitator	SC	National, SB 3/3	30-Sep-20	Continued	

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Syed Nazrul Islam	District Facilitator	SC	National, SB 3/3	27-Oct-20	Continued	
Mohammad Sahab Uddin	Project Assistant	SC	National, SB 2/4	30 June 20	Continued	
Under Recruitment Process	Project Assistant	SC	National, SB 2/5			Vacant at present
Md. Salimuzzaman	Driver-cum-Messenger	SC	National, SB 1/2	31-Jul-20	Continued	
Anthony Sarder	Driver-cum-Messenger	SC	National, SB 1/2	31-Jul-20	Continued	
Ashit Biswas Stephen	Driver-cum-Messenger	SC	National, SB 1/2	31-Jul-20	Continued	
Md. Ashraf Ahammad	Driver-cum-Messenger	SC	National, SB 1/2	31-Jul-20	Continued	

	Name	Designation	Date
Prepared by	 Masud Ahmed Bhuiyan	Finance & Admin Associate EALG Project	22/01/2020
Certified by	 Azizul Haque Sarder	Capacity Development & Gender Officer and Project Coordinator, a.i EALG Project	22/01/2020
Approved By			

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Efficient and Accountable Local Governance (EALG) Project Knowledge Management Action Plan-2020

Knowledge Management Activities & Tools	Target Audience	Timing	Expected Result	Tentative Budget
Develop EALG Project Annual Report of 2019	<ul style="list-style-type: none"> • Donors • LGD • UNDP • Other stakeholders 	Q1	To share results with key stakeholders	Tentative \$1500
Reports (including special studies and final reports of research grants)	<ul style="list-style-type: none"> • Donors • LGD • UNDP • Other stakeholders (UPs & UZPs) 	Q2 & Q3	To promote Study Findings	Tentative \$1500-2000
Result Brief on Different Technical Areas - Overall Project achievements - Capacity Development - Women Development Forum - Public Hearing - UP Annual Report - Policy recommendations relevant to reforming governance of Union and Upazila Parishad	<ul style="list-style-type: none"> • Donors • LGD • UNDP 	Q2 - Q4	To share and promote achievements as per technical area	Tentative \$2000
Publish a comprehensive Guideline including all training modules or how -to manuals	<ul style="list-style-type: none"> • Donors • LGD • UNDP • Other stakeholders (UPs & UZPs) 	Q2 & Q3	Capacity Development of target groups	Tentative \$2000 - 2500
Produce Awareness Raising Materials Produce and Publish Strategy and Policy Documents	<ul style="list-style-type: none"> • Donors • LGD • UNDP • Other stakeholders (UPs & UZPs) • Policy Group • Community People 	Q2 & Q3	To Promote project activities and share strategy documents for policy level advocacy	Tentative \$2000 - 3000
Audio-Visuals based on success stories and publish a story book	<ul style="list-style-type: none"> • Donors • LGD • UNDP • Other stakeholders (UPs & UZPs) 	Q1 - Q4	To promote EALG project activities and best practice	Tentative \$5000-7000




Non-Expendable Property Ledger
Efficient and Accountable Local Governance Project
Project ID : 00106748
EALG Project Assets-2019

SL No	Assets ID /Assets code	Procure. Date	Description of the item	Name of Brand of Company	Quantity	Unit Cost	Amount BDT	Amount USD	Receiving Date	Location of Item	User of Item
1	LGD/EALG/2019/Mixer Power	3/4/2019	Mixer power Amplifiers	ToA	1	16,500.00	16,500.00	196.76	3/4/2019	Project office, Dhaka	Project Office
2	LGD/EALG/2019/Watt speaker	3/4/2019	Ceiling Speaker 30 watt	ToA	1	4,200.00	16,800.00	200.34	3/4/2019	Project office, Dhaka	Project Office
3	LGD/EALG/2019/mic-handtype	3/4/2019	Wireless Mic-handtype	ToA	1	28,500.00	28,500.00	339.86	3/4/2019	Project office, Dhaka	Project Office
4	LGD/EALG/2019/mic-collartype	3/4/2019	Wireless Mic-collartype	ToA	1	29,500.00	29,500.00	351.79	3/4/2019	Project office, Dhaka	Project Office
5	LGD/EALG/2019/Mic-Handheld	3/4/2019	Handheld Mic	ToA	1	4,000.00	4,000.00	47.70	3/4/2019	Project office, Dhaka	Project Office
6	LGD/EALG/2019/Mic tablestand	3/4/2019	Mic baby stand	ToA	1	2,000.00	2,000.00	23.85	3/4/2019	Project office, Dhaka	Project Office
7	LGD/EALG/2019/Speaker cable	3/4/2019	Speaker Cable			4,000.00	4,000.00	47.70	3/4/2019	Project office, Dhaka	Project Office
8	LGD/EALG/new lap 01	3/4/2019	Reg type no: P73G002.ID:2017AP6396,	DELL	1	111,500.00	111,500.00	1329.64	17/04/2019	Project office, Chandpur	Project Office
9	LGD/EALG/new lap 02	3/4/2019	Reg type no: P73G002.ID:2017AP6396,	DELL	1	111,500.00	111,500.00	1329.64	21/05/2019	Project office, Patuakhali	Project Office
10	LGD/EALG/new lap 03	3/4/2019	Reg type no: P73G002.ID:2017AP6396,	DELL	1	111,500.00	111,500.00	1329.64	21/05/2019	Project office, Netrokona	Project Office
11	LGD/EALG/new lap 04	3/4/2019	Reg type no: P73G002.ID:2017AP6396,	DELL	1	111,500.00	111,500.00	1329.64	21/05/2019	Project office, Faridpur	Project Office
12	LGD/EALG/new lap 05	3/4/2019	Reg type no: P73G002.ID:2017AP6396,	DELL	1	111,500.00	111,500.00	1329.64	21/05/2019	Project office, Rajshahi	Project Office
13	LGD/EALG/Power Guard 1500 VA	28/04/2019	1500 VA Black UPS	Power Guard	3	6,500.00	19,500.00	232.54	28/05/2019	Project office, Dhaka	Project Office
14	LGD/EALG/Router	15/10/2019	Cisco Router RV130W	Cisco	1	11,000.00	11,000.00	130.14	22/10/2019	Project office, Dhaka	Project Office
15	LGE/EALG/Switch	15/10/2019	Cisco Switch SG250-26	Cisco	1	23,000.00	23,000.00	272.11	22/10/2019	Project office, Dhaka	Project Office
16	LGE/EALG/DVR	15/10/2019	AVTECH DVR DGD1008	AVTECH	1	18,000.00	18,000.00	212.95	22/10/2019	Project office, Dhaka	Project Office
17	LGE/EALG/HDD	15/10/2019	Western Digital 4 TB, WD40FZRZ	Western Digital	1	12,500.00	12,500.00	147.89	22/10/2019	Project office, Dhaka	Project Office
18	LGE/EALG/Wall Mount Rack	15/10/2019	TOTEN, 6u	TOTEN	1	8,500.00	8,500.00	100.56	22/10/2019	Project office, Dhaka	Project Office
19	LGE/EALG/Projector	24/10/2019	Cixco XJ-V2 LED	Cisco	1	68,000.00	68,000.00	804.50	31/10/2019	Project office, Dhaka	Project Office
	Total						819,300.00	9,756.89			

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Non-Expendable Property Ledger
Efficient and Accountable Local Governance Project
Project ID : 00106748
EALG Project Assets-2018

SL No	Assets ID /Assets code	Procure. Date	Description of the item	Name of Brand of Company	Quantity	Unit Cost	Amount BDT	Amount USD	Receiving Date	Location of Item	User of Item
1	LGD/EALG/Equip/AC/01	26/10/2018	General Split Wall Type 2.0 To AC ASGA-24FMTA	M.K Electronics	1	84,500	84,500	1,006	28/10/2018	Project office, Dhaka	Project Office
2	LGD/EALG/Equip/AC/02	26/10/2018	General Split Wall Type 2.0 To AC ASGA-24FMTA	M.K Electronics	1	84,500	84,500	1,006	28/10/2018	Project office, Dhaka	Project Office
3	LGD/EALG/Lap/01	28/10/2018	Dell Latitude-7480	Global Brand	1	121,000	121,000	1,440	28/10/2018	Project office, Dhaka	Project Office
4	LGD/EALG/Pr/01	28/10/2018	HP Laser jet Pro M402dn	Global Brand	1	18,870	18,870	225	28/10/2018	Project office, Dhaka	Project Office
5	LGD/EALG/UPS/01	28/10/2018	Power Guard 1500VA	Global Brand	1	6,600	6,600	79	28/10/2018	Project office, Dhaka	Project Office
6	LGD/EALG/UPS/02	28/10/2018	Power Guard 1500VA	Global Brand	1	6,600	6,600	79	28/10/2018	Project office, Dhaka	Project Office
7	LGD/EALG/UPS/03	28/10/2018	Power Guard 1500VA	Global Brand	1	6,600	6,600	79	28/10/2018	Project office, Dhaka	Project Office
8	LGD/EALG/UPS/04	28/10/2018	Power Guard 1500VA	Global Brand	1	6,600	6,600	79	28/10/2018	Project office, Dhaka	Project Office
9	LGD/EALG/UPS/05	28/10/2018	Power Guard 1500VA	Global Brand	1	6,600	6,600	79	28/10/2018	Project office, Dhaka	Project Office
10	LGD/EALG/Hard Disk/01	28/10/2018	Adata HV 300	Global Brand	1	4,800	4,800	57	28/10/2018	Project office, Dhaka	Project Office
11	LGD/EALG/Hard Disk/02	28/10/2018	Adata HV 300	Global Brand	1	4,800	4,800	57	28/10/2018	Project office, Dhaka	Project Office
12	LGD/EALG/VR/01	14/11/2018	SONY ICD-TX650	RYANS	1	8,800	8,800	105	14/11/2018	Project office, Dhaka	Project Office
13	LGD/EALG/Swivel Chair/01 to 46	14/11/2018	Swivel Chair	IDE Design	46	5,200	239,200	2,847	14/11/2018	Project office, Dhaka	Project Office
14	LGD/EALG/Table/01 to 20	19/11/2018	V/neard board Table	IDE Design	20	12,800	256,000	3,047	19/11/2018	Project office, Dhaka	Project Office
15	LGD/EALG/MB/01	12/12/2018	Haier, Model+HS75KX	Daifodil Computer	1	500,000	500,000	5,862	12/12/2018	Project office, Dhaka	Project Office
	Total						1,355,470	16,047			

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Non-Expendable Property Ledger
Efficient and Accountable Local Governance Project
Project ID : 00106748

EALG Project Assets-2012-2016 (Received from Upazila Governance Project)

Project Office, Dhaka

SL No	Assets ID / Assets code	Procure. Date	Description of the item	Name of Brand of Company	Quantity	Unit Cost	Amount BDT	Amount USD	Receiving Date	Location of Item	User of Item
1	LGD/UZGP/ExtTab-01	7/31/2012	Executive Table (big)	OTOBI LIMITED	1	64,360	64,360	792	19/12/2012	PMU office, Dhaka	Project Office
2	LGD/UZGP/ExtTab-02to04	7/31/2012	Executive Table (Medium)	OTOBI LIMITED	3	18,500	55,500	683	19/12/2012	PMU office, Dhaka	Project Office
3	LGD/UZGP/ExtTab-07to08	7/31/2012	Executive Table (Medium)	OTOBI LIMITED	2	11,000	22,000	271	26/09/2012	PMU office, Dhaka	Project Office
4	LGD/UZGP/ExtTab-26to28	7/31/2012	Executive Table (Small)	OTOBI LIMITED	3	3,250	9,750	120	19/12/2012	PMU office, Dhaka	Project Office
5	LGD/UZGP/ContTab-01	7/31/2012	Conference Table	OTOBI LIMITED	1	38,008	38,008	468	19/12/2012	PMU office, Dhaka	Project Office
6	LGD/UZGP/PrintTab-01to03	7/31/2012	Printer Table	OTOBI LIMITED	3	3,000	9,000	111	19/12/2012	PMU office, Dhaka	Project Office
7	LGD/UZGP/ExChair-01to04	7/31/2012	Executive Chair	OTOBI LIMITED	4	6,600	26,400	325	19/12/2012	PMU office, Dhaka	Project Office
8	LGD/UZGP/ConChair-01to40	7/31/2012	Conference Chair	OTOBI LIMITED	40	5,650	226,000	2,782	19/12/2012	PMU office, Dhaka	Project Office
9	LGD/UZGP/RevChair-01to03	7/31/2012	Revolving Chair	OTOBI LIMITED	3	4,850	14,550	179	19/12/2012	PMU office, Dhaka	Project Office
10	LGD/UZGP/VisChair-01to13	7/31/2012	Visitor Chair	OTOBI LIMITED	13	3,900	50,700	624	19/12/2012	PMU office, Dhaka	Project Office
11	LGD/UZGP/WorkStat-01to15	7/31/2012	Work Station (Desk)	OTOBI LIMITED	15	30,817	462,255	5,689	19/12/2012	PMU office, Dhaka	Project Office
12	LGD/UZGP/MulShelf-01to03	7/31/2012	Multi purpose Shelf/Book Shelf	OTOBI LIMITED	3	9,800	29,400	362	19/12/2012	PMU office, Dhaka	Project Office
13	LGD/UZGP/MulShelf-18to19	7/31/2012	Multi purpose Shelf/Book Shelf	OTOBI LIMITED	2	21,260	42,500	523	19/12/2012	PMU office, Dhaka	Project Office
14	LGD/UZGP/Modem-01to11		Modem	Grameen Phone	11	2,916	32,076	394	14/08/2012	PMU office, Dhaka	Project Office
15	LGD/UZGP/Vehic-02	1/13/2013	Prado Jeep	Toyota Land Cruiser TX 2012	1		2,432,376	31,455		PMU office, Dhaka	Project Office
16	LGD/UZGP/Vehic-03	1/13/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1		2,432,376	31,455		PMU office, Dhaka	Project Office
17	LGD/UZGP/Vehic-04	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1		2,474,489	31,999		PMU office, Dhaka	Project Office
18	LGD/UZGP/AirCond-01	5/26/2013	Air Conditioners 1.5 ton	Midea MS9V-18CR-QB6	1	72,000	72,000	931	10/1/2013	PMU office, Dhaka	Project Office
19	LGD/UZGP/Print-01	5/26/2013	Printer (colour)	HP CP4525dn	1	135,018	135,018	1,746	8/20/2013	PMU office, Dhaka	Project Office
20	LGD/UZGP/Print-02	5/26/2013	Printer	HP M401dn	1		23,895	309	8/20/2013	PMU office, Dhaka	Project Office
21	LGD/UZGP/Print-03	5/26/2013	Printer	HP M401dn	1		23,895	309	8/20/2013	PMU office, Dhaka	Project Office
22	LGD/UZGP/Scan-01	5/26/2013	Scanner	HP 8500 fn1	1		255,189	3,300	8/20/2013	PMU office, Dhaka	Project Office
23	LGD/UZGP/Scan-02	5/26/2013	Scanner	HP G3110 photo flatbed	1		6,186	80	8/20/2013	PMU office, Dhaka	Project Office
24	LGD/UZGP/Scan-03	5/26/2013	Scanner	HP G3110 photo flatbed	1		6,186	80	8/20/2013	PMU office, Dhaka	Project Office
25	LGD/UZGP/UPS-01	5/26/2013	UPS	APC Smart 2200VA	1		40,753	527	8/20/2013	PMU office, Dhaka	Project Office
26	LGD/UZGP/UPS-30	5/26/2013	UPS	Power ware PW5115 1000VA 220V UPS	20	14,892.70	293,854	3,800	8/20/2013	PMU office, Dhaka	Project Office
27	LGD/UZGP/Chair-01	6/6/2013	Chair (fixed)	Legacy Furniture	12	10,000	120,000	1,552		PMU office, Dhaka	Project Office
28	LGD/UZGP/RevChair-11	6/6/2013	Revolving Chair	Legacy Furniture	6	12,500	75,000	970		PMU office, Dhaka	Project Office
29	LGD/UZGP/Chair-01	6/6/2013	Chair	Legacy Furniture	10	6,500	65,000	841		PMU office, Dhaka	Project Office
30	LGD/UZGP/Sofa(02)-01	6/6/2013	Sofa (low seater)	Legacy Furniture	1	7,800	7,800	101		PMU office, Dhaka	Project Office
31	LGD/UZGP/Sofa(02)-02	6/6/2013	Sofa (low seater)	Legacy Furniture	1	7,800	7,800	101		PMU office, Dhaka	Project Office
32	LGD/UZGP/Sofa(02)-03	6/6/2013	Sofa (low seater)	Legacy Furniture	1	7,800	7,800	101		PMU office, Dhaka	Project Office
33	LGD/UZGP/Sofa(02)-04	6/6/2013	Steel File Cabinet	Legacy Furniture	1	7,800	7,800	101		PMU office, Dhaka	Project Office
34	LGD/UZGP/Sofa(02)-05	6/6/2013	Steel File Cabinet	Legacy Furniture	1	7,800	7,800	101		PMU office, Dhaka	Project Office
35	LGD/UZGP/AirCond-02	24/07/2013	Air Conditioners 2 ton	Midea MSR1-24CR-QB6W	6	73,000	438,000	5,664		PMU office, Dhaka	Project Office
36	LGD/UZGP/PCSpea-01	7/2/2013	PC Speaker	Genius SP-U110	2	650	1,300	25	7/9/2013	PMU office, Dhaka	Project Office
37	LGD/UZGP/PCWebCa-01	7/2/2013	PC Webcam	Genius D11720Pm	1	1,900	1,900	25	7/9/2013	PMU office, Dhaka	Project Office
38	LGD/UZGP/PCWebCa-02	7/2/2013	PC Webcam	Genius D11720Pm	1	1,900	1,900	25	7/9/2013	PMU office, Dhaka	Project Office

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39	LGD/UZGP/PhotoMac-01	9/25/2013	Photocopier Machine	SHARP AR 5618	1	85,000	85,000	1,099	PMU office, Dhaka	Project Office	
40	LGD/UZGP/PhotoMac-02	9/25/2013	Photocopier Machine	SHARP AR 5618	1	85,000	85,000	1,099	PMU office, Dhaka	Project Office	
41	LGD/UZGP/PABX-01	9/15/2013	PABX system	Panasonic KX-TES-824	1	37,000	37,000	478	PMU office, Dhaka	Project Office	
42	LGD/UZGP/UUPS-50	9/15/2013	Power backup	Panasonic KX-TES-227	1	5,400	5,400	70	PMU office, Dhaka	Project Office	
43	LGD/UZGP/Sat-01	9/15/2013	Power stabilizer	Multi plus 600va	1	1,800	1,800	23	PMU office, Dhaka	Project Office	
44	LGD/UZGP/Phone Set(M)-01	9/15/2013	Master Handset	Panasonic KX-TES-7730	1	4,300	4,300	56	PMU office, Dhaka	Project Office	
45	LGD/UZGP/Phone Set(I)-02	9/15/2013	Intercom Handset	Panasonic KX-TS-500	20	870	17,400	225	PMU office, Dhaka	Project Office	
46	LGD/UZGP/Comp(D)-29	10/16/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor)	22	59,850	1,316,700	17,027	PMU office, Dhaka	Project Office	
47	LGD/UZGP/NoteBook-01	10/16/2013	Note Book Computer	HP Probook 6470b	2	75,790	151,580	2,940	PMU office, Dhaka	Project Office	
48	LGD/UZGP/ABCdry-01	11/25/2013	ABC dry powder		6	850	5,100	66	11/28/2013	PMU office, Dhaka	Project Office
49	LGD/UZGP/CarDiOx-01	11/25/2013	Carbo-DI-Oxide		6	2,200	13,200	171	11/28/2013	PMU office, Dhaka	Project Office
50	LGD/UZGP/DraUni-01	12/3/2013	Drawer Unit		10	3,950	39,500	511	12/23/2013	PMU office, Dhaka	Project Office
51	LGD/UZGP/Projector-01	2/3/2014	Multimedia Projector	HITACHI	2	102,000	204,000	2,641	2/19/2014	PMU office, Dhaka	Project Office
52	LGD/UZGP/NoteBook-11	1/17/2014	Note Book Computer with docking station	Dell Latitude E6440	1	119,397.58	119,398	1,546	2/10/2014	PMU office, Dhaka	Project Office
53	LGD/UZGP/NoteBook-14	1/17/2014	Note Book Computer with docking station	Dell Latitude E6440	1	119,397.58	119,398	1,546	2/10/2014	PMU office, Dhaka	Project Office
54	LGD/UZGP/NoteBook-18	7/1/2014	Note Book Computer	Dell E7440	1	157,549.20	157,549	2,040	9/17/2014	PMU office, Dhaka	Project Office
55	LGD/UZGP/NoteBook-19	7/1/2014	Note Book Computer	Dell E7440	1	157,549.20	157,549	2,040	9/17/2014	PMU office, Dhaka	Project Office
56	LGD/UZGP/WatDisp-01	10/2/2014	Water Dispenser	SHOVON, SEMX24LHS5T	1	30500	30,500	395	11/6/2014	PMU office, Dhaka	Project Office
57	LGD/UZGP/VacClean-01	10/2/2014	Vacuum Cleaner	PANASONIC, MC-YL699S149	1	35500	35,500	460	11/6/2014	PMU office, Dhaka	Project Office
58	LGD/UZGP/LED TV-01	10/2/2014	LED TV 40"	SONY BRAVIA, KLV-40F472B	1	75,600.00	75,600	979	11/6/2014	PMU office, Dhaka	Project Office
59	LGD/UZGP/StarFan-01	10/2/2014	Stand Fan	MIRA 18" M-187	6	9400	56,400	730	11/6/2014	PMU office, Dhaka	Project Office
60	LGD/UZGP/MicOven-01	10/2/2014	Microwave Oven	PANASONIC, NN-GT353MYTE	1	25,000.00	25,000	324	11/6/2014	PMU office, Dhaka	Project Office
61	LGD/UZGP/Refr-01	10/2/2014	Refrigerator	HAIER-MGJ, HRF-CT-DMGJ	1	40500	40,500	524	11/6/2014	PMU office, Dhaka	Project Office
62	LGD/UZGP/Cam(S)-18	10/2/2014	Still Camera	CANON EOS1100D 5161B051AA-K-1	1	45000	45,000	583	11/6/2014	PMU office, Dhaka	Project Office
63	LGD/UZGP/MovieCam-01	10/2/2014	Movie Camera	CANON, VIXIA : HF R500	1	55500	55,500	719	11/6/2014	PMU office, Dhaka	Project Office
64	LGD/UZGP/PhotoMac-18	10/2/2014	Photocopier Machine	Sharp Photocopier, MXM314N	1	170000	170,000	2,201	11/30/2014	PMU office, Dhaka	Project Office
65	LGD/UZGP/DiesGenera-01	10/30/2014	Diesel Generator (100 KVA)	MBH110	1	2041000	2,041,000	26,428	12/3/2014	PMU office, Dhaka	Project Office
66	LGD/UZGP/ContTab-02	12/7/2014	Conference Table	OTOBI LIMITED	1	24975	24,975	323	1/4/2015	PMU office, Dhaka	Project Office
67	LGD/UZGP/DraUni-11	12/7/2014	Drawer Unit	OTOBI LIMITED	1	5499	5,499	71	1/4/2015	PMU office, Dhaka	Project Office
68	LGD/UZGP/DraUni-12	12/7/2014	Drawer Unit	OTOBI LIMITED	1	5499	5,499	71	1/4/2015	PMU office, Dhaka	Project Office
69	LGD/UZGP/DraUni-13	12/7/2014	Drawer Unit	OTOBI LIMITED	1	5499	5,499	71	1/4/2015	PMU office, Dhaka	Project Office
70	LGD/UZGP/DraUni-14	12/7/2014	Drawer Unit	OTOBI LIMITED	1	5499	5,499	71	1/4/2015	PMU office, Dhaka	Project Office
71	LGD/UZGP/DraUni-15	12/7/2014	Drawer Unit	OTOBI LIMITED	1	5499	5,499	71	1/4/2015	PMU office, Dhaka	Project Office
72	LGD/UZGP/RevChai-17	12/7/2014	Revolving Chair	OTOBI LIMITED	1	6795	6,795	88	1/4/2015	PMU office, Dhaka	Project Office
73	LGD/UZGP/RevChai-18	12/7/2014	Revolving Chair	OTOBI LIMITED	1	6795	6,795	88	1/4/2015	PMU office, Dhaka	Project Office
74	LGD/UZGP/RevChai-19	12/7/2014	Revolving Chair	OTOBI LIMITED	1	6795	6,795	88	1/4/2015	PMU office, Dhaka	Project Office
75	LGD/UZGP/RevChai-20	12/7/2014	Revolving Chair	OTOBI LIMITED	1	6795	6,795	88	1/4/2015	PMU office, Dhaka	Project Office
76	LGD/UZGP/RevChai-21	12/7/2014	Revolving Chair	OTOBI LIMITED	1	6795	6,795	88	1/4/2015	PMU office, Dhaka	Project Office
77	LGD/UZGP/RevChai-22	12/7/2014	Revolving Chair	OTOBI LIMITED	1	6795	6,795	88	1/4/2015	PMU office, Dhaka	Project Office
78	LGD/UZGP/NotBoard-01	12/7/2014	Notice / Display Board	OTOBI LIMITED	1	14040	14,040	182	1/4/2015	PMU office, Dhaka	Project Office

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SL No	Assets ID / Assets code	Procure. Date	Description of the item	Name of Brand of Company	Quantity	Unit Cost	Amount BDT	Amount USD	Receiving Date	Location of Item	User of Item
79	LGD/UZGP/WhiteBoard-01	12/17/2014	White Board	OTOBI LIMITED	1	12420	12,420	161	1/4/2015	PMU office, Dhaka	Project Office
80	LGD/UZGP/ProjScreen-01	2/3/2015	Motorized / Auto Projection	Apollo size 70" x 70"	1	20000	20,000	259	2/12/2015	PMU office, Dhaka	Project Office
81	LGD/UZGP/AirCond-09	3/12/2015	Panasonic Air Conditioner (1Ton) Screen.	Panasonic CS-C12NKH & CU-C12NKH	1	75330	75,330	967	3/23/2015	PMU office, Dhaka	Project Office
82	LGD/UZGP/Server-01	5/10/2015	Server	Dell R730 Server	1	430000	430,000	5,529		PMU office, Dhaka	Project Office
83	LGD/UZGP/UPS-50	7/2/2015	1000VA UPS LUMINOUS	Rahimafroz	1	5200	5,200	67		PMU office, Dhaka	Project Office
84	LGD/UZGP/UPS-51	7/2/2015	1000VA UPS LUMINOUS	Rahimafroz	1	5200	5,200	67		PMU office, Dhaka	Project Office
85	LGD/UZGP/UPS-52	7/2/2015	1000VA UPS LUMINOUS	Rahimafroz	1	5200	5,200	67		PMU office, Dhaka	Project Office
86	LGD/UZGP/UPS-53	7/2/2015	1000VA UPS LUMINOUS	Rahimafroz	1	5200	5,200	67		PMU office, Dhaka	Project Office
87	LGD/UZGP/UPS-54	7/2/2015	1000VA UPS LUMINOUS	Rahimafroz	1	5200	5,200	67		PMU office, Dhaka	Project Office
88	LGD/UZGP/MobilPh-35	8/26/2015	Galaxy S-6 Mobile	Samsung	1	44900	44,900	577		PMU office, Dhaka	available at cluster
89	LGD/UZGP/MobilPh-36	8/26/2015	Galaxy S-6 Mobile	Samsung	1	44900	44,900	577		PMU office, Dhaka	Project Office
							15,876,520	205,632			

Non-Expendable Property Ledger
Efficient and Accountable Local Governance Project
Project ID : 00106748

EALG Field Offices

SL No	Assets ID / Assets code	Procure. Date	Description of the item	Name of Brand of Company	Quantity	Unit Cost	Amount BDT	Amount USD	Receiving Date	Location of Item	User of Item
1	EALG/TBL-01/18	19/12/2018	Secretariat table	Navana Furniture	1	16,000	16,000	191	19/12/2018	DC Office, Rajshahi	DF_EALG Project
2	LGD/UZGP/Vehic-05	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1	2,474,489	2,474,489	31999	6/12/2018	DC Office, Rajshahi	DDLG, Rajshahi
3	LGD/UZGP/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor)	1	59,850	59,850	774	17/09/2018	DC Office, Rajshahi	DF_EALG Project
4	EALG/EXCHR-01/18	19/12/2018	Revolving Chair	Navana Furniture	1	7,500	7,500	89	19/12/2018	DC Office, Rajshahi	DF_EALG Project
5	EALG/STCHR-01-02/18	19/12/2018	Visiting Chair	Navana Furniture	2	3,500	7,000	84	19/12/2018	DC Office, Rajshahi	DF_EALG Project
6	EALG/Computer table-01/18	19/12/2018	Computer table	Navana Furniture	1	3,500	3,500	42	19/12/2018	DC Office, Rajshahi	DF_EALG Project
7	EALG/Printer-01/18	19/12/2018	Printer	hp Laser Jet Pro M402dn	1	18,280	18,280	218	19/12/2018	DC Office, Rajshahi	DF_EALG Project
8	EALG/Scanner-01/18	19/12/2018	Scanner	Epson Perfection V39	1	5,914	5,914	71	19/12/2018	DC Office, Rajshahi	DF_EALG Project
9	EALG/UPS-01/18	19/12/2018	UPS	Guaro Power	1	5,116	5,116	61	19/12/2018	DC Office, Rajshahi	DF_EALG Project
10	EALG/Router-01/17	19/12/2018	Router	D-Link	1	1,720	1,720	21	19/12/2018	DC Office, Rajshahi	DDLG
11	EALG/Router-01/18	19/12/2018	Router	TPLINK	1	3,118	3,118	37	19/12/2018	DC Office, Rajshahi	DF_EALG Project
12	Scanner	24/12/2018	Scanner	Canon	1	11,000	11,000	131.74	24/12/2018	DC Office Sunamganj	DF_EALG Project
13	LGD/UZGP/Vehic-07	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1	2,474,489	2,474,489	31999	6/12/2018	DC Office Sunamganj	DDLG, Sunamganj
14	LGD/UZGP/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor)	1	59,850	59,850	774	17/09/2018	DC Office Sunamganj	DF_EALG Project
15	UPS	24/12/2018	UPS	POWER	1	6,000	6,000	71.86	24/12/2018	DC Office Sunamganj	DF
16	LGD/UZGP/Vehic-06	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1	2,474,489	2,474,489	31999	6/12/2018	DC, Office Rangpur	DDLG, Rangpur
17	LGD/UZGP/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor)	1	59,850	59,850	774	17/09/2018	DC, Office Rangpur	DF_EALG Project
18	LGD/EALG/Ramp/UPS/01/2018	17.11.2018	UPS-1200 Volt	Power gurd	1	4900	4900	58	20/12/2018	DC, Office Rangpur	DF-EALG
19	ELAG/KHLN/01	12/12/2018	Executive Table (big)	Akhter Furniture	1	21840	21,840	263	12/12/2018	DC Office Khulna	DF_EALG Project
20	LGD/UZGP/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor)	1	59,850	59,850	774	17/09/2018	DC Office Khulna	DF_EALG Project

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21	LGD/UZGPF/Vehic-08	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1	2,474,489	2,474,489	31999	6/12/2018	DC Office Khulna	DF_EALG Project	
22	ELAG/KHLN/02	12/12/2018	Executive Chair	Partex Furniture	1	12,600	12,600	152	12/12/2018	DC Office Khulna	DF_EALG Project	
23	ELAG/KHLN/03	12/12/2018	Guest Chair	Best Furniture	2	3000	6,000	72	12/12/2018	DC Office Khulna	DF_EALG Project	
24	ELAG/KHLN/04	12/11/2018	Printer	HP	1	20400	20,400	246	12/11/2018	DC Office Khulna	DF_EALG Project	
25	ELAG/KHLN/05	12/11/2018	Scanner	Cannon	1	9100	9,100	110	12/11/2018	DC Office Khulna	DF_EALG Project	
26	ELAG/KHLN/06	12/11/2018	UPS	APC	1	8200	8,200	99	12/11/2018	DC Office Khulna	DF_EALG Project	
27	ELAG/KHLN/07	12/11/2018	Office Cabinet	Partex Furniture	1	4560	4,560	55	12/11/2018	DC Office Khulna	DF_EALG Project	
28	EALG/Chandpur/Furniture-1	19/12/2018	Executive Table	PARTEX	1	18,000	18,000	215	19/12/2018	DC office, Chandpur.	DF_EALG Project	
29	LGD/UZGPF/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor))	1	59,850	59,850	774	17/09/2018	DC office, Chandpur.	DF_EALG Project	
30	EALG/Chandpur/Furniture-2	19/12/2018	Executive Chair	PARTEX	1	7,000	7,000	84	19/12/2018	DC office, Chandpur.	DF_EALG Project	
31	EALG/Chandpur/Furniture-3	19/12/2018	Visitors Chair	PARTEX	3	3000	9,000	107	19/12/2018	DC office, Chandpur.	DF_EALG Project	
32	EALG/Chandpur/Furniture-4	31/10/2018	File Rack	PARTEX	1	8,000	8,000	95	31/10/2018	DC office, Chandpur.	DF_EALG Project	
33	EALG/Chandpur/Furniture-5	19/12/2018	Almira still	Local Market	1	15,000	15,000	179	19/12/2018	DC office, Chandpur.	DF_EALG Project	
34	EALG/Chandpur/IT-4	19/12/2018	Power Guard	Power Guard	1	6,800	6,800	81	19/12/2018	DC office, Chandpur.	DF_EALG Project	
35	EALG/Chandpur/IT-5	19/12/2018	Printer	HP	1	21,600	21,600	258	19/12/2018	DC office, Chandpur.	DF_EALG Project	
36	EALG/Chandpur/IT-6	19/12/2018	Scanner	Canon	1	10,100	10,100	121	19/12/2018	DC office, Chandpur.	DF_EALG Project	
37	LGD/UZGPF/Vehic-09	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1	2,474,489	2,474,489	31999	15/07/2019	DC office, Chandpur.	DDLG, Chandpur	
38	LGD/UZGPF/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor))	1	59,850	59,850	774	17/09/2018	DC office, Faridpur	DF_EALG Project	
39	LGD/UZGPF/Vehic-10	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1	2,474,489	2,474,489	31999	25/08/2019	DC office, Faridpur	DDLG, Faridpur	
40	LGD/EALG/LaserPrinter-01	17/12/2018	Laser Jet Pro, Model: M402dn	HP	1	18,511	18,511	221	11/12/2019	DC office, Faridpur	DF_EALG Project	
41	LGD/EALG/Router-01	17/12/2018	Router, TL-WR850N,	TP Link	1	1,605	1,605	19	11/12/2019	DC office, Faridpur	DF_EALG Project	
42	LGD/EALG/Filing-Cab-01	17/12/2018	Filing Cabinet	OTOBI LIMITED	1	22,598	22,598	269	13/12/2018	DC office, Faridpur	DF_EALG Project	
43	LGD/EALG/RevChair-01	17/12/2018	Revolving Chair	OTOBI LIMITED	1	11,288	11,288	135	13/12/2018	DC office, Faridpur	DF_EALG Project	
44	LGD/EALG/Scanner-01	17/12/2018	Scanner, Model: LIDE220	Cannon	1	7,597	7,597	91	17/12/2018	DC office, Faridpur	DF_EALG Project	
45	LGD/EALG/UPS-01	17/12/2018	UPS, Model: PG1500VA-PS	Power Board	1	7,276	7,276	87	17/12/2018	DC office, Faridpur	DF_EALG Project	
46	LGD/EALG/UPS-01	17/12/2018	UPS, Model: PG1500VA-PS	Power Board	1	7,276	7,276	87	17/12/2018	DC office, Faridpur	DF_EALG Project	
47	LGD/UZGPF/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor))	1	59,850	59,850	774	17/09/2018	DC office, Patuakhali	DF_EALG Project	
48	LGD/UZGPF/Vehic-11	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1	2,474,489	2,474,489	31999	17/09/2019	DC office, Patuakhali	DDLG, Patuakhali	
49	LGD/UZGPF/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor))	1	59,850	59,850	774	17/09/2018	DC office, Netrokona	DF_EALG Project	
50	LGD/UZGPF/Vehic-12	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1	2,474,489	2,474,489	31999	17/09/2019	DC office, Netrokona	DDLG, Netrokona	
51	LGD/UZGPF/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor))	1	59,850	59,850	774	14/10/2019	DC office, Cox's Bazar	DF_EALG Project	
								267,077				
Total Field Office 2018												

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**Non-Expendable Property Ledger
Efficient and Accountable Local Governance Project
Project ID : 00106748**

Assets received from from UPGP Project									
Sl. No.	Asset Description	Model/Specs	Quantity	Received Date	Location	Project Office			
105	LGD/EALG/Desktop Computer	DELL Optiplex-7010	5	15/11/2018	Project office, Dhaka	Project Office			
106	LGD/EALG/Desktop Computer	DELL Optiplex-544	1	15/11/2018	Project office, Dhaka	Project Office			
107	LGD/EALG/Desktop Computer	DELL Optiplex-3020	1	15/11/2018	Project office, Dhaka	Project Office			
108	LGD/EALG/Laptop	DELL Latitude E6430 & E6440	5	15/11/2018	Project office, Dhaka	Project Office			
109	LGD/EALG/Digital Sender	HP Digital sender	1	15/11/2018	Project office, Dhaka	Project Office			
110	LGD/EALG/Photocopier Ricoh	Ricoh	2	15/11/2018	Project office, Dhaka	Project Office			
111	LGD/EALG/Fixed Chair	LEGACY	5	15/11/2018	Project office, Dhaka	Project Office			
112	LGD/EALG/Office Steel Almirah	LEGACY	1	15/11/2018	Project office, Dhaka	Project Office			
113	LGD/EALG/DSLR still camera	Canon EoSA-D	1	15/11/2018	Project office, Dhaka	Project Office			
114	LGD/EALG/AC	Apollo	3	15/11/2018	Project office, Dhaka	Project Office			
115	LGD/EALG/Server with UPS	Server with UPS	1	15/11/2018	Project office, Dhaka	Project Office			
116	LGD/EALG/Printer color laser jet	HP	1	15/11/2018	Project office, Dhaka	Project Office			
117	LGD/EALG/Projector	Hitachi CP-X5022WN	1	15/11/2018	Project office, Dhaka	Project Office			
118	LGD/EALG/Refrigerator	Singer	1	15/11/2018	Project office, Dhaka	Project Office			
119	LGD/EALG/Movie Camera	Sony	1	15/11/2018	Project office, Dhaka	Project Office			
120	LGD/EALG/Screen (70x70)	View sonic	1	15/11/2018	Project office, Dhaka	Project Office			
121	LGD/EALG/Fax Machine	LGD/EALG/Fax Machine	1	15/11/2018	Project office, Dhaka	Project Office			

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Note for: **AWP is endorsed/agreed by the Project Board/Steering Committee.**

The AWP 2020 of EALG project have been shared with the respective development partners and taken their endorsement. This AWP has been approved by the National Project Director and will be placed in upcoming Project Steering Committee meeting.

A handwritten signature in black ink, appearing to be 'M. M. M.', located in the center of the page.

Efficient and Accountable Local Governance (EALG) Project

Expected Outputs for 2020

- Open Budget and participatory Planning mechanisms in UP Act piloted, adapted and replicated in UZP Act in 100% UZP.
- 90% of women vice-chair and councillor trained and active in the Women Development Forums and percentage of men councillors sensitized.
- 40% UPs ensured participation of poor and marginalized citizens at Ward Shava (Ward level meeting) and Open Budget Session
- 30% of climate vulnerable UPs with climate resilient measures integrated into their five-year development plan.
- 15% of women and marginalized citizens taking part in Ward Shava.



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Efficient and Accountable Local Governance (EALG) Project Communications Action Plan-2020

Target Audience (Ranked by Importance; highlights contacts already made)	Communication Activities & Tools (how best to reach your respective target audiences with key messages?)	Timing (When is the activity due or how often?)	Expected Result/Indicator of achievement (for each tool chosen)	Resource Requirements (person/days required, budget implications (also consider outsourcing costs))	Responsible CO Unit/Person (And supporting unit/persons if any)
<ul style="list-style-type: none"> Donors LGD UNDP Other stakeholders 	Prepare and Publish Annual Report 2019	Q 1	Promotion of EALG project activities and achievement	<ul style="list-style-type: none"> Developing ToR Hiring IC Consultant-Editor Budget 	<ul style="list-style-type: none"> Project CO Editor Project Coordinator Policy Specialist
<ul style="list-style-type: none"> Donors LGD UNDP Other stakeholders (UPs & UZPs) 	Develop Audio-Visuals through hiring a videographer as an IC from Roster	Q1 - Q4	Promotion of EALG project activities and achievement	<ul style="list-style-type: none"> Developing ToR Hiring IC- Videographer Developing scripts for Video 	<ul style="list-style-type: none"> Project CO PC Communication Officer-CO as a (Supporting Team)
<ul style="list-style-type: none"> Donors LGD UNDP Other stakeholders (UPs & UZPs) 	1.Photo Documentation through hiring a photographer as an IC from Roster 2.Develop a Coffee Table Book/Story Book	Q1 - Q3	Promotion of EALG project activities and achievement	<ul style="list-style-type: none"> Developing ToR Developing stories Hiring IC-Photographer Hiring IC-Writer/Editor Budget 	<ul style="list-style-type: none"> Project CO PC Communication Officer-CO as a (Supporting Team)
<ul style="list-style-type: none"> Community People LGI 	Content Development and organize community radio program	Q2 and Q3	Promotion of EALG project activities and achievement	<ul style="list-style-type: none"> Developing Concept Note Budget Procurement 	<ul style="list-style-type: none"> Project CO PC
<ul style="list-style-type: none"> Donors LGD UNDP Other stakeholders (UPs & UZPs) 	Media Visits to promote Project Activities and Publish Feature in Newspaper	Q2 & Q3	Promotion of EALG project activities and achievement	<ul style="list-style-type: none"> Budget Procurement Take few journalists to field Souvenir 	<ul style="list-style-type: none"> Project CO PC

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Efficient and Accountable Local Governance (EALG) Project

Project Results for 2019

- ✚ 100% Upazila under EALG organized open budget sessions and published their budget timely where women (36%), poor (8%) and youth (17%) attended and raised their voices.
- ✚ 17% schemes implemented under the leadership of UZP women Vice Chairs whereas 20% schemes implemented by UP women representatives respectively at Union and Upazila level.
- ✚ Eighteen Women Development Forums (WDFs) under EALG in 2019 addressed 84 early marriage and 53 sexual harassment and 35 other types of violence in their locality.
- ✚ WDFs mobilized 18,50,000 BDT in 2018-19 fiscal year under 3% ADP allocation and provided IGA training and inputs to 199 poor and vulnerable women.
- ✚ 100% UPs organized Ward Shava and Open Budget sessions where poor (12%), youth (13%) and women (36.9%) attended and raised their voice.
- ✚ 81% of UP allocated budget for marginalized citizens and women. 9% of development budget have been allocated for participation of marginalized citizens and women in development initiatives.
- ✚ EALG is working with low performing UPs and after its interventions, a total of 54% (136) UPs improved their performance and received block grants (7,25,19,111 BDT) from LGSP-3 in 2018-19 fiscal year.
- ✚ A total of 5,553 schemes have been implemented in 2018-19 and the budgetary amount of those schemes were 58,81,27,442 BDT. Out of which, 549 (9.88%) schemes have been implemented for women, poor and vulnerable citizens and the budgetary amount of those schemes were 5,83,91,185 BDT. This amount is 9.93% comparing to the total amount.
- ✚ EALG encouraged 52 young researchers on local governance and produced 32 studies on various issues.
- ✚ EALG provided training to CSO/CBO members on local governance issues and directly engaged 251 young volunteers on facilitating model Ward Shava at UP level
- ✚ EALG provided climate responsive training to vulnerable UPs and 16% of them prepared their local climate resilient plan
- ✚ To increase transparency and accountability, 35% UPs for the first time under EALG prepared and published their annual reports.
- ✚ For the first time EALG introduced a systematic public hearing at UP level to enhance accountability and public engagement. Through the hearing a total of 443 issues raised by the citizen and instant initiatives were taken to resolve 128 issues.
- ✚ EALG assessed the website of its project Upazila Parishad (18) and Union Parishad (251) and advised by DC and DDLGs to upload data/information if they were not updated.


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Efficient and Accountable Local Governance(EALG) Project

Lesson Learning: What has worked; not worked?

- Engagement of community people increased in Upazila Parishad and Union Parishad planning and budgeting process.
- Improved transparency and accountability of LGIs demonstrates through sharing of information related to UP schemes and budget widely with the community.
- UP Standing Committee member's engagement increased in holding Ward Shavas and supporting UPs in addressing the community demand through development schemes.
- Gram Polices' efficiency improved in reporting law and order situation and supporting UP activities.
- Union Parishad Secretaries have been more capable of handling internet and email communications and disclosure of information through web-portal and social media.
- Due to Upazila Election, many of the planned activities of UZP could not be implemented.
- Newly elected UZP representatives were yet to receive orientation training on their roles and responsibilities and the project interventions.
- Less motivation of UZP/UP functionaries in organizing Ward Shava and Open Budget Meeting in an effective manner.
- Frequent transfer of UP Secretaries, UNOs affected project activities.
- Holding of PAG meetings delayed .
- Effective coordination with too many actors engaged in supporting development activities in Teknaf and Ukhia Upazilas.



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Efficient and Accountable Local Governance (EALG) Project
Assumptions and risks by outputs

Output 01: Inclusive and Accountable Upazila Parishads (IAUZP)		
Relevant Risk Analysis	Risk Specific to this Engagement	Mitigation
Fiduciary: Low level fiduciary risk	In the proposed project, there will be very low amounts of money that would be disbursed for procurement and transaction. Thus, the fiduciary risk will be very low.	All procurements and transactions are done according to established UN procurement rules as well as Public Procurement Rules of the Government of Bangladesh. This will reduce the possibility of corruption in the implementation process.
Operational: Risk of duplication of efforts and missed synergies.	There is a risk of duplication of efforts and missed synergies in relation to other donor-funded support (LGSP III of the World Bank and UDGP of JICA) in local governance.	The selection of interventions is done to avoid such duplications up front and to supplement ongoing support, but some of the interventions has to be closely coordinated with other projects such as the support to PFM in Upazilas, which need to link to the UGDP interventions in PFM.
Institutional: New set of UZP Functionaries	As the 5 th UZP election completed in 2019, a new set of UZP functionaries were on boarded. Hence, they may have limited knowledge and skills for effectively functioning of Upazila Parishad.	The project will take special interventions to improve the situation of Upazila Parishad. It will organize various training and orientation programs for UZP functionaries both at central and field level, so that they can be equipped with the new system.
Natural disasters: (floods, cyclones, earthquakes, etc.) may occur during project implementation	Some activities might be delayed; staff of the project might be endangered or diverted to emergency disaster relief	Monitor the weather and inform the work teams and beneficiaries of risks. Have a communication system in place.
Financial: Forex losses, shortage of fund	Forex losses may hamper some activities.	Adjustment of planned activities will be done, and duration of project will be curtailed
Output 02: Sustainable and Democratic Union Parishads (SDUP)		
Programmatic: There is a low risk of overlapping and/or duplication of effort with other donor funded projects like LGSP III funded by the World Bank, etc.	Some of the areas of the proposed programme like capacity development, grants, women development, etc. have potential for overlapping with projects like LGSP.	UNDP has considerable experience of mitigating these risks through signing of joint cooperation framework involving LGD and donor partners in the one hand and working in close collaboration with projects like LGSP III on the other will reduce such risks.
Output 03: Policy for Effective Local Governance (PELG)		
Programmatic: Getting access to the central policy makers	PELG will require constant communication with the central bureaucratic as well as political leadership, but difficult access to	Since the project will be implemented through LGD, it is expected that bureaucracy and political leadership will show a

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	those leaderships might be a potential threat to the implementation of the PELG.	positive intent in providing support to the project.
Institutional: Structural changes	Bringing PELG aims at bringing some structural changes at the institutional level (in case of women's participation, Ward Shava). Thus, there might be some potential threat from the policy makers as well as stakeholders.	All out efforts will be given to build confidence with the LGD, Cabinet division, ministry of finance and other related ministries along with political leaders. UNDP has considerable experience of mitigating these types of risk in order to justice the need for changes, different studies will be conducted. Then, series of discussion sessions will be held with the policy makers and stakeholders to convince them about the required changes.

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Efficient and Accountable Local Governance (EALG) Project Intended Results for 2020

After implementing the AWP 2020, EALG expected to achieve the following results:

Component 01: IAUZP

- ✓ Capacity of UZP functionaries will be enhanced;
- ✓ Coordination and synergies among UZP and line departments will be increased;
- ✓ UZP budget will be prepared in time with participatory manner;
- ✓ UZP will prepare and published annual reports;
- ✓ Web-based MIS will be developed at LGD;
- ✓ ToR for UZP Committees will be issued by LGD;
- ✓ Developed guideline for UZP Development and Coordination Committee;
- ✓ Guideline developed for achieving SDG targets;
- ✓ Circular will be issued by LGD on co-financing;
- ✓ Public financial management manual and software developed;
- ✓ UZP prepared and published annual and five-year planning book;
- ✓ Capacity of WDF members will be enhanced and gender responsive plan will be developed;
- ✓ Provided IGA training and input to vulnerable people of host communities at Cox's Bazar, etc.

Component 02: SDUP

- ✓ Local resource mobilization by UPs will be accelerated;
- ✓ Peoples needs will be addressed in UP planning process;
- ✓ UP budget and annual report will be prepared in time;
- ✓ Coordination and synergies among UPs and line departments will be increased;
- ✓ SDG and climate responsive UP plans will be developed;
- ✓ Accountability and transparency through public hearing, Ward Shava and Open budget session will be increased;

Component 03: PELG

- ✓ Studies on fiscal decentralization and local resource mobilization will be undertaken;
- ✓ Studies on potentials and challenges on integrating UP, UZP and ZP planning process conducted;
- ✓ Conduct study on challenges of female participation in the activities of UP, UZP and ZP;
- ✓ Issuance of circulars/memos on various issues on LGIs, etc.



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Empowered lives.
Resilient nations.

UNITED NATIONS DEVELOPMENT PROGRAMME PROJECT DOCUMENT (Revised)

Country: Bangladesh

Project Title: Efficient and Accountable Local Governance (EALG)

Project Number: 00093427

Implementing Agency: Local Government Division (LGD), Ministry of Local Government, Rural Development and Cooperatives.

Start Date: July 2017 End Date: June 2022 PAC Meeting date: 2 March, 2017

Brief Description

Strengthening local governance has been a key focus of not only the government of Bangladesh, but also different donor agencies. Considering the importance of the issue, UNDP has been working to strengthen the local governance system in Bangladesh for more than a decade. UNDP lead support projects to the LGIs have played an important role in reforming the Union Parishad (UP) and Upazila Parishad (UZP) tier of government. Since the Upazila Governance Project (UZGP) and Union Parishad Governance Projects (UPGP) were phased out in early 2017, UNDP in collaboration with SDC and DANIDA is planning to support Upazila Parishad and Union Parishad through one project entitled Efficient and Accountable Local Governance (EALG) with the aim to **strengthen the capacities of local governments and other stakeholders to foster participatory local development service delivery for the SDGs** (especially achieving the goals and targets of 1,1.3, 4,5,6,11-b,15 and 16.7) This project that will have the following three components;

1. Inclusive and Accountable Upazila Parishad (IAUZP)
2. Sustainable and Democratic Union Parishad (SDUP)
3. Policy for Effective Local Governance (PELG)

1: Inclusive and Accountable Upazila Parishad (IAUZP): This component has been designed to strengthen governance framework of Upazila Parishad for inclusive, effective and accountable planning and improved service delivery. Moreover, it will work to improve the financial management of Upazila Parishad for improved funding absorption capacity and accountability, strengthened downward accountability of the UZP Committees through effective and inclusive public engagement mechanisms and practises, and strengthened ability of Women Upazila Parishad Members to fulfil their role and duties in council work.

2: Sustainable and Democratic Union Parishad (SDUP): This component attempts to: i. strengthen the capacity of the Union Parishads to provide pro-poor, effective and accountable services; ii. make the Union Parishads (UP) more climate resilient through prioritizing resilience measures in the UP development plan; and iii. empower and institutionalize the space for the poor and marginalized citizens specially women to get engaged in the decision-making process of UP.

3: Policy for Effective Local Governance (PELG): This component will provide policy support to the Government of Bangladesh for establishing effective local government irrespective of tiers.

Project outcome: Local Government Institutions are able to more effectively carry out their mandates including delivery of public services, in a more accountable, transparent, and inclusive manner.

Contributing Outcome (UNDAF/CPD, RPD or GPD):

CPD Outcome 2: Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups.

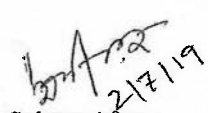
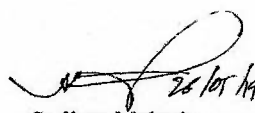
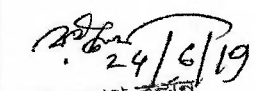
Indicative Output(s):

1.2: National and local government have the capacity to implement urban and rural poverty policies and programmes

2.3: The Government has the capacity to develop policies and carry out sectoral and geographical interventions in districts where inequality of progress is evident.

Total resources required:		US\$ 7.77 (M)
Total resources allocated:		US\$ 7.77 (M)
	UNDP TRAC:	0.75 m
	SDC:	4.02 m
	DANIDA:	03.00 m
	Government:	0
	In-Kind:	0
Unfunded:		

Agreed by (signatures):

Government	UNDP	Implementing Agency
 Sultana Afroz Additional Secretary (UN) Economic Relations Division Date: - 2019	 Sudipto Mukerjee Resident Representative a.i. UNDP Bangladesh Date: - 2019	 24/6/19 রবীন্দ্রনাথ বর্মান মুখ্য-প্রদান স্থানীয় সরকার বিভাগ গণপ্রজাতন্ত্রী বাংলাদেশ সরকার Local Government Division Date: - 2019

Sultana Afroz
 Additional Secretary
 Economic Relations Division
 Ministry of Finance
 Gov. of the People's Republic of Bangladesh

Sudipto Mukerjee
 Resident Representative a.i.
 UNDP-Bangladesh

Objectives:

1. To ensure Better integration & mainstreaming of GE in all projects and programmes
2. To support monitoring of gender specific indicators and achievements
3. To create safe work place
4. To compliance with UNDP Gender Equality Seal

Guideline for Gender Action Plan:

1. Identify activities under each output with in your existing annual work plan for 2020 that will directly contribute to gender equality.
2. Identify strategies for gender mainstreaming within existing activities of your work plan (including your communication related activities) which do not directly contribute to gender equality (for example, a training will be conducted on service delivery. You may add one dedicated session on women's access to different service delivery to discuss different needs and priorities of women, constraints for women in accessing those services etc.)
3. Mention your Outcome, output statement first, then mention gender specific broad indicators in the same row. Mention all identified activities under each output following your AWP and insert relevant information in each column. Please see the example below.
4. Mention budgetary allocation for the identified activities directly contributing to gender equality (as it is now) and under % column write 100%. If contribution to gender equality is just a portion of the main activity (10% or 15% or 50%) insert the calculated percentage in % column and the money under budgeted amount column.
5. Keep budget allocation for joint programmes on International Women's Day, 16 Days of Activism etc.; for producing and printing IEC materials for raising awareness on SHAA and SEA among your project staff and beneficiaries
6. Identify the person or unit who will be responsible for conducting the activities or monitoring and ensuring that the activities are done following the Gender Action plan
7. Include measurable indicators for activities identified (we will do this exercise once again along with our M&E focal for finalizing the indicators)

**Efficient and Accountable Local Governance (EALG).Project
Gender Action Plan for 2020**

Actions	Person/Unit Responsible	Timeline	Budget allocation		Proposed Indicator
			Budgeted amount	%	
Component 1: Inclusive and Accountable Upazila Parishads (IAUZP)					
Output 2: Upazila Parishad financial management, funding absorption capacity and financial accountability have improved					
1.2.13 Enable the host community poor (specially youth and women) with income	CD & Gender Officer, DF & DDLG	April	8,000	100%	Number of poor youth and women received

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Actions	Person/Unit Responsible	Timeline	Budget allocation		Proposed Indicator
			Budgeted amount	%	
generating trainings at Cox's Bazar					training and inputs on IGA at Cox's Bazar
1.2.14 Enable the host community poor (specially youth and women) with income and livelihoods inputs at Cox's Bazar	CD & Gender Officer, DF & DDLG	May	10,000	100%	
Output 4: The ability of Women Upazila Parishads Members to fulfil their role and duties in council work strengthened					
1.4.1 Develop a comprehensive guideline for upscaling of WDFs and disseminate to 551 WDFs in UZP and District level	CD & Gender Officer, PC & NPD	July	2,000	100%	Number of WDF received comprehensive guideline
1.4.3 Awareness campaign/training on gender equality and violence against women/Early Marriage/Dowry	CD & Gender Officer, DF & DDLG	March/November	12,000	100%	Number of participants aware about VAW
1.4.6 Communication and dissemination of equality and gender development for training and campaign, e.g. poster, festoon, banner, story book, fact sheet, etc.	CD & Gender Officer, Communication Officer, PC, NPD	March-November	2,000	100%	Number of gender materials disseminated to relevant stakeholders
1.4.8 Strengthening women leadership by providing training and capacity development initiatives	CD & Gender Officer, DF & DDLG	August	8,000	100%	Number of women representatives received training
1.4.9 Support WDFs and women leadership through organizing bi-	CD & Gender Officer, DF & DDLG	February-November	4,800	100%	Number of bi-monthly meeting held,

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Actions	Person/Unit Responsible	Timeline	Budget allocation		Proposed Indicator
			Budgeted amount	%	
monthly meetings, training and learning visit for their active participation at LGIs					and agenda transferred to UZP monthly meeting
Component 2: Sustainable and Democratic Union Parishad (SDUP)					
Output 3: Poor and marginalized citizens, including women, are empowered to make decisions on local development and political participation					
2.3.5 Training on inclusion of SDGs issues in their planning process for all women elected respective of UP level/Organize awareness campaign on women rights and rights of vulnerable people/Organize social audit by engaging CSOs at UP level	CD & Gender Officer, DF & DDLG	June & November	10,000	60%	% of gender and SDG responsive UP plan prepared
2.3.5 Communication and dissemination of equality and gender development for training and campaign at UP level ((13 each from 251 UPs at UP levels)	CD & Gender Officer, Communication Officer, PC, NPD	March-November	5,000	100%	Number of training and campaign materials disseminated to relevant stakeholders
Component 3: Policy for Effective Local Governance (PELG)					
Output 2: Public engagement strategies of UP/UZP/ZP have become strengthened through overcoming institutional and structural challenges					
3.2.2 Conduct study on challenges of female members' participation and engagement in the activities of UP/UZP/ZP	CD & Gender Officer, Finance & Admin Officer PC, NPD	May-July	10,000	100%	Explore the challenges and strategies of female participation in LGIs
3.2.6 Workshop on Dialogues with the government and	CD & Gender Officer, PC, NPD	August	5,000	100%	Dialogues with the government policy makers are held in

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Actions	Person/Unit Responsible	Timeline	Budget allocation		Proposed Indicator
			Budgeted amount	%	
political parties on issue of female's participation in the political process.					order to convince them to initiate legal reforms for improved female participation in the activities of local governance.

Note: The enlisted activities purely focusing on achieving gender justice and women empowerment, though other governance activities will be integrated gender issues in designing and implementation stages as practiced in the previous years.

A2.1

Bureau: RBAP | Business Unit: Bangladesh | Project ID: 00106748 | Year: 2020 | Report Date: February 13, 2020

#	Request ID	Requester Name	Title of Procurement Action	Type of Procurement Action	Procurement Category	Estimated Contract Value (USD)	Is Amendment?	Amendment Value (USD)	Submission Date for Documents	Target Purchase Order Date (if Goods)	Planned Contract Start Date (if Civil Works, IC, or Services)
1	BGD-0000088592	Mohammad Sahab Uddin	Preparing guideline for UZP Development and Coordination	Individual Contract	Individual Consultants - National	8,000	No	0			30-May-20
2	BGD-0000088595	Mohammad Sahab Uddin	Action research and guideline development on achieving SDG's target	Individual Contract	Individual Consultants - National	10,000	No	0			15-Jun-20
3	BGD-0000088596	Mohammad Sahab Uddin	Develop Public Financial Management (PFM) & Monitoring software for LGIs/Advocacy with LGD fo	Services	Consultancy Services - Firms	20,000	No	0			15-Apr-20
4	BGD-0000088598	Mohammad Sahab Uddin	Developing database for mapping potential beneficiaries for different GO-NGO services (safety	Services	Consultancy Services - Firms	10,000	No	0			15-Apr-20
5	BGD-0000088600	Mohammad Sahab Uddin	Local Consulting firm for Midterm Evaluation	Services	Consultancy Services - Firms	40,000	No	0			15-May-20
6	BGD-0000088601	Mohammad Sahab Uddin	Piloting and testing of the public financial management software in few UPS	Individual Contract	Individual Consultants - National	5,000	No	0			15-May-20
7	BGD-0000088604	Mohammad Sahab Uddin	Communication and Dissemination (Electronic Media)	Individual Contract	Individual Consultants - National	7,500	No	0			15-May-20

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8	BGD-0000088605	Mohammad Sahab Uddin	Conduct study on exploring potentials and challenges of integration of the UP, UZP and ZP Pla	Individual Contract	Individual Consultants - National	12,000	No	0			30-Apr-20
9	BGD-0000088606	Mohammad Sahab Uddin	Strengthening Financial Management of the Project	Individual Contract	Individual Consultants - National	10,000	No	0			15-Mar-20
10	BGD-0000088608	Mohammad Sahab Uddin	Conduct study on challenges of female members' participation and engagement in the activities	Individual Contract	Individual Consultants - National	10,000	No	0			30-Apr-20
11	BGD-0000088609	Mohammad Sahab Uddin	Equipment and Logistics/Motorcycle	Goods	Motor Vehicles and Parts	24,000	No	0		01-Apr-20	
12	BGD-0000088610	Mohammad Sahab Uddin	Annual planning workshop	Services	Hotel - Accommodation, Event Hosting, including catering	22,000	No	0			01-Nov-20
13	BGD-0000089652	Mohammad Sahab Uddin	Communication, Media, Visibility	Individual Contract	Individual Consultants - National	7,500	No	0			01-Mar-20
14	BGD-0000089654	Mohammad Sahab Uddin	Capacity Strengthening Assistance/Developing Web based MIS	Individual Contract	Individual Consultants - National	18,000	No	0			30-May-20
15	BGD-0000089655	Mohammad Sahab Uddin	Capacity Strengthening Assistance/Developing Web based MIS/Installing relevant software	Individual Contract	Individual Consultants - National	30,000	No	0			07-Jul-20

#	Request ID	Requester Name	Title of Procurement Action	Type of Procurement Action	Procurement Category	Estimated Contract Value (USD)	Is Amendment?	Amendment Value (USD)	Submission Date for Documents	Target Purchase Order Date (if Goods)	Planned Contract Start Date (if Civil Works, IC, or Services)
16	BGD-0000089657	Mohammad Sahab Uddin	Finance Support Expert	Individual Contract	Individual Consultants - National	10,000	No	0			20-Mar-20
TOTAL						244,000		0			
Grand Total (Estimated Contract Value+ Amendment Value)								244,000			