

United Nations Development Programme

Country: NDIA

2013 Annual Work Plan

Project Title: Sustainable Urban Transport Program

Implementing Partner: Ministry of Urban Development

PROJECT DESCRIPTION (NOT MORE THAN 1/2 PAGE)

A. State the specific development challenge or gap that this AWP is addressing.

GHG emissions from India's urban transport sector currently are relatively low (less than 10% of India total), the urban transport sector is becoming the fastest growing sector in terms of consumption of fossil fuel. It is projected that if the current urbanization and motorization trends continue, GHG emissions from urban transport could be 8 to 10 times higher than the current level by 2030. This drastic increase could negate much of the effort being made in other sectors in India and in the rest of the world to reduce GHG emissions.

The objective of this project is to reduce the growth trajectory of GHG emissions from the transport sector in India through the promotion of environmentally sustainable urban transport, strengthening government capacity to plan, finance, implement, operate and manage climate friendly and sustainable urban transport interventions at national, state and city levels, and increasing the modal share of environmentally friendly transport modes in project cities. There are two main components: one on national capacity development initiatives, which will be managed by UNDP, and another on demonstration projects in five selected cities, which will be managed by the World Bank.

B. Select one or more of the below strategies for addressing the above mentioned challenge/gap and describe in the context of this AWP:

- ✓ Changes in attitudes and access to decision making through awareness raising, brokering, convening
- ✓ Changes in policies, plans, budgets and legislation through support to national assessment, planning, budgeting, policy making
- ✓ Changes in the lives of individuals and communities through implementation for inclusive development

C. List the possible improvements in the capacities of institutions, individuals and systems that will occur as a result of this AWP.

- ✓ This AWP forms part of the multi-year project implementation plan towards developing an innovative, transforming the Urban Transport sector by planning and coordinating urban transport policy. A number of institutional and human resource barriers shall be dealt within the urban transport sector that inhibit effective implementation of NUTP (National Urban Transport Policy) and other urban transport initiatives:
- ✓ Inadequate capacity in many state and municipal institutions to address urban transport issues in a comprehensive and collaborative fashion;
- ✓ Absence of local knowledge base of sustainable urban transport and of contextual and problem-solving oriented research support to practitioners in urban transport planning, operations and management ;
- ✓ Lack of formal, two way communication mechanisms for the users and providers of non-motorized and public transport and the general public to provide input/feedback to urban transport decision-making and learn about issues and progress;
- ✓ Absence of high-quality projects and locally generated good practices that can demonstrate the benefits of sustainable urban transport and help catalyze/cultivate change in the way urban transport is planned, operated and managed.

List the gender issues in this AWP and specific ways in which they will be addressed. Not applicable

D. List the South-South cooperation opportunities in this AWP and specific ways in which they will be addressed.

Not applicable

Programme Period: **2013-2017**
 Key Strategic Area: Environment and sustainable development for sustainable urban transport systems.
 Atlas Project ID: 00048794
 Output ID: 00059078
 PIMS #: 3214
 Start date: Nov 1, 2009
 End Date: Dec 31, 2014
 Management Arrangements: NEX
 PAC Meeting Date: Nov 7, 2008

2013 AWP Budget: **1,144,068**
 Multi Year Indicative Budget (GEF): **4,050,000**
 Total allocated resources:
 • Regular **Nil**
 • Others*
 ○ World Bank-GEF \$18,450,000
 ○ Government \$62,130,000
 ○ Participating States and Cities \$107,908,792
 ○ World Bank (loan) \$104,970,000
Total resources required \$297,508,792

*parallel funding will not be routed through UNDP

Total Project budget	Exp. 2008-2010	Exp. 2010	Exp. 2011	Exp 2012*	Budget 2013
4,050,000	Nil	1,42,020	5,93,197	457,889	1,144,068

*Provisional expenditure figures



(S.K. Lohia)

Agreed by (Implementing Partner):

एस.के. लोहिया/S.K. LOHIA
 विशेष कार्य अधिकारी (यू.टी. U.O.S.D.(U.T.)
 एवं/and
 परदेस संयुक्त सचिव/ex officio Joint Secy.
 शहरी विकास मंत्रालय, भारत सरकार
 M/o Urban Development, Govt. of India

Agreed by UNDP:



Caitlin Wiesen
 UNDP Country Director

22 Feb 2013

I. ANNUAL WORK PLAN

Year: 2013

Key area of UNDP strategic Plan: Environment and sustainable development; crisis prevention and recovery						
UNDAF / CPAP OUTCOME Government, industry and other relevant stakeholders actively promote environmental sustainability and enhanced resilience of communities in the face of challenges of climate change, disaster risk and natural resource depletion.						
CPAP OUTCOME Indicators: Number of government's schemes and missions, which incorporate climate resilience measures.						
CONTRIBUTING TO CPAP OUTPUT : Energy Efficiency measures are adopted by the Indian Railways, and by investors in Commercial Buildings and urban transportation						
CONTRIBUTING TO CPAP 5 year target : strengthening institutional capacities at various levels to implement energy efficiency programs for commercial buildings, railways and urban transportation						
Annual OUTPUTS	PLANNED ACTIVITIES	Month of completion	RESPONSIBLE PARTY	PLANNED BUDGET		
				FUNDING SOURCE	AC-Code	Amount
Output 1 1. Institutional Capacity Development, focusing on strengthening the Institute of Urban Transport (IUT), New Delhi under MoUD	Appointment of Consultant for KMC	April 2013	IUT	GEF	71200 (International Consultant)	130,000
	Appointment of IUT staff	July 2013	IUT	GEF	71300 (Local Consultant)	88,800
	Material and Goods	December 2013	IUT	GEF	72300 (Material & Goods)	18,950
	Equipment cost	December 2013	IUT	GEF	72200 (Equipment & Furniture)	22,800
	Management and logistics	December 2013	IUT	GEF	74105 (Management & Reporting Services)	35,973
Output 2 Individual Capacity Development through training of trainers and of a group of about 1,000 professionals at national, state, and city levels;	Consultancy assignment Development of training modules and training of trainers(PC2)	June 2013	UNDP	GEF	71200 (International Consultant)	281,700
	Appointment of IUT staff	March 2013	IUT	GEF	71300 (Local Consultant)	22,800
	Fee to Reviewers	March 2013	IUT	GEF	74105 (Management &	60,000

1. <i>Development of training material and modules</i> 2. <i>Completion of training of training of trainers</i> 3. <i>Training 1000 officials during the period of the project</i>					Reporting Services)	
	Equipment cost	December 2013	IUT	GEF	72200 (Equipment & Furniture)	10,800
	Management & Logistics	December 2013	IUT	GEF	74105 (Management & Reporting Services)	35,973
Output 3 Sustainable Urban Transport Manuals and Toolkits developed 1. <i>Development of toolkits</i> 2. <i>Dissemination of toolkits</i>	Appointment of consultant	June 2013	IUT	GEF	71300 (Local Consultant)	96,000
	Fee to Reviewers	March 2013	IUT	GEF	74105 (Management & Reporting Services)	60,000
	International Reviewers Session	April 2013	IUT	GEF	71200 (International Consultant)	70,000
	Management & Logistics	December 2013	IUT	GEF	74105 (Management & Reporting Services)	35,973
Output 4 Promotion, awareness-raising, and dissemination of information to expand and enhance the impacts of the GEF-SUTP	Completion of planning and organization of one cycle of promotion and dissemination activities (SUTP newsletter, SUTP website, public communication activities and experience sharing workshop) for stakeholders of the project.	December 2013	PMU	GEF	74215 (Promotional Materials and Distribution)	40,000
TOTAL IN USD						1009770
	Project staff salaries & Project management expenses			GEF	71300 (Local Consultant)	89,298
	Annual Audit, Evaluations, Micro assessment costs and UNDP support costs			GEF		45000
	AWP GRAND TOTAL IN USD			GEF		1,144,068

II. MANAGEMENT ARRANGEMENTS

The management arrangements will remain same as specified in approved project document except with the following changes: The Outcome Boards will meet twice a year. The review and recommendations of the Outcome Board will feed into the Country Programme Management Board (CPMB) annual strategic review meeting. Oversight of project level activities will be provided by the Project Steering Committee (PSC) which will be responsible for approving the budgeted Annual Work Plans and providing overall guidance and oversight. The PSC will meet at least once a year although efforts will be made to convene quarterly meetings to ensure regular follow-up. The PSC will delegate day to day management of the AWP's and related decisions to a working group comprising UNDP, Implementing Partner and other stakeholders, as appropriate.

Project following National Implementation. At the request of the Implementing Partner, Ministry of Urban Development, UNDP will directly release funds to the bank account created for the implementation of this project with the Institute Of urban Transport. The Implementing Partner will account for funds received from UNDP. The request from the Implementing Partner will come through the Standard Fund Authorization and Certificate of Expenditures (FACE) Report duly signed by the National Project Director or person assigned/delegated by the Implementing Partner. Only after 80% of last advance and 100% of all the previous advances are spent will the next advance be released. Books of account shall be maintained in order to ensure accurate reporting of expenditure and providing a clear audit trail. Any interest accrued on the project funds during the project cycle will be ploughed back into the project in consultation with Implementing partner and UNDP and project budgets will stand revised to this extent. If there is no scope for ploughing back the interest will be refunded to UNDP.

Bank Name : Axis bank Ltd
A/C No : 910010009828284
Branch : New Delhi (DL)
Branch Code : 007
IFSC code : UTIB0000007
Account Name : Institute of urban transport –SUTP-UNDP



III. MONITORING FRAMEWORK AND EVALUATION

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the project will be monitored through the following:

- A. **MONTHLY PROGRESS REPORT:** The Implementing Partner, in consultation with the project teams, will provide brief monthly updates on progress against planned activities and budgets. These monthly reports will be provided in the format provided at **Annex1**. These monthly reports will be consolidated, as required, by UNDP's quality assurance team for progress review meetings.

- B. **ONE TIME RISK LOG:** Based on the initial risk analysis, a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation. This will be completed by UNDP project assurance team in consultation with the Implementing partner. Use the standard Risk Log template
- C. **QUARTERLY FINANCIAL REPORT:** The Implementing Partner (IP) will make use of the Funding Authorization and Certificate of Expenditures (FACE) to request for advances and report on expenditures made on a quarterly basis, or more frequently if agreed. The implementing partner must submit the FACE at the end of each quarter, within the first 10 days of the following quarter. Together with the FACE, the project has to send a copy of the bank statement as up to the date of the end of the period reported and the itemized cost estimates of the activities to be funded. The FACE form has to be certified by the designated official from the IP.
- D. **Project EVALUATION** The project has completed 2 years of its work and the Mid-Term evaluation is being carried out during the period February to March , 2013 and subsequently , the End-term evaluation will be carried during the end of 2014.
- E. **ANNUAL REVIEW REPORT:** An Annual Review Report shall be prepared by the Project Manager and shared with the Project Board and the Outcome Board. The reporting format at **Annex 2** will used to provide brief description of results achieved in the year against pre-defined annual targets.
- F. **ANNUAL PROJECT REVIEW.** Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the Project Board and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes.

IV. ANNEXES

Annex 1 – Monthly progress report format

Project Title						
Implementing Partner						
Month/Year						
Annual Outputs	Planned activities	Month of completion	Responsible party	Budget	Monitoring framework	
				Amount	Cumulative Expenditures	Progress towards meeting AWP annual outputs

TOTAL						

Annex 2 – Annual progress report format

Key area of UNDP strategic Plan:			
UNDAF / CPAP OUTCOME			
CPAP OUTCOME Indicators			
CONTRIBUTING TO CPAP OUTPUT			
CONTRIBUTING TO CPAP 5 year target			
Project title			
Implementing partner			
Year			
Annual Outputs	Allocated budget	Total Expenditure	Progress on planned outputs and key successes
1			
2			
3			
Policy results and any additional results achieved			

Lessons learned, project shortcomings and solutions	
Follow-up Actions	