

**United Nations Development Programme – INDIA**  
**CPAP 2013-17**  
**Annual Work Plan 2017**

Project Title: Strategic Programmatic Engagement at State Level  
 Implementing Partner: UNDP  
 UNDP SP Outcome(s): Outcome 7: Development debates and actions at all levels prioritise poverty, inequality and exclusion consistent with our engagement principles  
 UNDP SP Output (s): Innovations enabled for development solutions, partnerships and other collaborative arrangements  
 UNDP SP Indicators: Number of pilot and demonstration projects initiated are scaled up by national partners (e.g. expanded, replicated, adapted or sustained)  
 UNDAF Outcome(s): Inclusive and equitable growth policies and poverty reduction strategies of the Government are strengthened to ensure that most vulnerable and marginalized people in rural and urban areas have greater access to productive assets, decent employment, skills development, social protection and sustainable livelihoods

**Brief Description**

The project is aimed at addressing technical, institutional and operational capacities to strategize and implement key budget priorities of the government including through the Development Support Services provision agreed in the CPAP 2013-17. The project will specifically make available (a) technical assistance to the SDG visioning and implementation at the state level; (b) analysis of budgets and implementation bottlenecks as a critical input to the proposal development and strategic implementation action plan; (c) demand-supply assessment and response generation; (d) technical assistance to design and develop large and scalable projects; (e) technical capacities to advice government on utilization of budget allocations; (f) innovative and cost effective solutions and scaling up; (g) strengthening concurrent monitoring mechanisms across key flagship programmes and schemes; and (h) experience sharing, knowledge and information management systems. These issues will be addressed through a set of activities outlined in the work plan at *section-I below*. Pertinent to mention here that the proposed work plan should be considered flexible in nature to also enable the CO to respond to the immediate and specific government requests as these come up. The project has co-contribution under the Fund for Country-Level Emerging Priority Initiatives (FCEPI) grant.

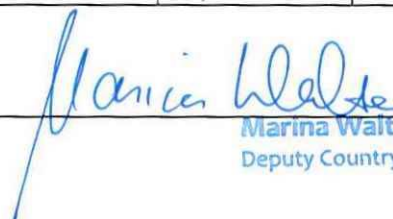
Programme Period: 2013-17  
 Key Result Area (Strategic Plan): All  
 Award ID: 00049804  
 Project / Output ID: 00082275  
 Project Start date: 1 January 2013  
 Project End Date: 31 December 2017  
 PAC Meeting Date: 10 September 2013  
 Management Arrangements: DIM

2017 AWP budget: US\$ 700,000  
 Core: US\$ 700,000

**Project Expenditure**

Source of Funding	Total Project Budget	Total Budget (2013-16)	Exp 2013	Exp 2014	Exp 2015**	Exp 2016	Budget 2017
Regular	2,500,000	1,370,370	359,046	463,137	510,920		700,000
Other(30084 +Non core+ 04400)	2,500,000	1,876,183	-	-	1,077,214	739,041	
FCEPI		11,6336	-	-	-	116,336	

Agreed By UNDP

  
 Marina Walter  
 Deputy Country Director

I. ANNUAL WORK PLAN

Year: 2017

EXPECTED OUTPUTS <i>And baseline, associated indicators and annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				PLANNED BUDGET			RESPONSIBLE PARTY
		Q1	Q2	Q3	Q4	Funding Source	Budget Description	Amount	
<p>Output 1: Developed/provided scalable solutions for addressing development challenges for Central and State Governments.</p> <p><i>Baseline: 0</i> <i>Indicator/s:</i> Pilot project/initiative identified and demonstrated; Diagnostic/feasibility Studies undertaken; <i>Target: One pilot project, 2 studies.</i></p>	1.1: Identify, demonstrate, and document scalable, innovative solutions/ideas/initiative that address development challenges, and support pvt sector solutions /initiatives	X	X	X	X	04000	Hiring Consultants, travel, and consultations/ workshops 71300,72100	120,000	
	1.2: Identify opportunities/areas where UNDP can support the government by providing technical assistance in scaling up and implementation of the solutions provided.	X	X	X	X		Studies, reviews, publications, hiring consultants. Travel 76100, 71600	15,000	
	1.3 Facilitate integration of SDGs in implementation, monitoring and evaluation within State Government Programmes/Schemes, etc.	X	X	X	X			90,000	
	1.4: Undertake diagnostic,/feasibility and other studies where required to identify gaps, challenges, including monitoring and reporting systems/practices with a purpose to identify solutions to development challenges.	X	X	X	X			30,000	



<p>Output 3: New partnerships forged, existing partnerships strengthened with government ministries and departments, private sector, and public sector enterprises to support the CDP/CPAP 2018-22 implementation  <i>Baseline: 6 State offices</i>  <i>Indicator: Partnerships developed with new public and private sector partners; State offices established;</i>  <i>Target: 2 State offices;</i></p>	Expand UNDP presence in other states as identified in the new CPD 2018-22.						Meetings/ Consultations, Travel	3,16,000	
	Coordinate/Partner/Engage with other UN Agencies in Inter-agency meetings for fostering programme convergence and cross pillar synergies at national, and state levels.						Institutional Contract	10,000	
	Identify opportunities for collaboration and strengthen South-south cooperation in the region and particularly amongst SAARC countries.	x	x	x	x	11961/30084	Documentation	4066	
	Provide strategic guidance and foresight to state offices for their workplan, and deepening state level engagements & facilitate strategic guidance and technical support where required.						Travel, meetings, consultation/workshops and salary or partnership officer 72100/71300/72400/71600	20,000	
	<b>Sub Total</b>							<b>3,50,066</b>	
	<b>Total</b>							660,066	
	<b>Communication (up to 1%)</b>							6601	
	<b>DPC</b>							33,333	
	<b>AWP Grand Total in USD</b>							<b>7,00,000</b>	



## II. MANAGEMENT ARRANGEMENT AND PROJECT OVERSIGHT:

The project will be directly implemented by the UNDP. The project is a special purpose vehicle to fast track response to emerging priorities and innovations of the governments at state and central level, SDG visioning and implementation and leveraging government financing. Given the cross sectoral, multi-state and integrated nature of the project outputs and activities, there is no single implementing partner for this project.

In consultation with the senior management, the project oversight will be provided by the internal Project Steering Committee (PSC) chaired by the Country Director or Deputy Country Director. The PSC will comprise heads of the programme namely Poverty, Governance, Energy & Environment and Disaster Risk Reduction; and Head of Finance in the Country Office. The PSC will meet at least once a year although efforts will be made to convene two meetings, midyear and end year.

The project outputs and activities will benefit from the substantive guidance from the State Governments. The progress of the project will be documented once in six months and an annual project progress report will be prepared at the end of the year.

### Funds Flow Arrangements:

The project will be implemented under DIM and project closure and audit will be as per UNDP rules and regulations.

## III. Monitoring and Evaluation

### A. Framework

*(Include all monitoring and evaluation activities/events)*

Project ID: 00082275 Project Title: Strategic Programmatic Engagement at State Level

Expected Results (Outcomes & Outputs)	Indicators	Baseline	Targets	Data Collection Plan				
				Source/ Method of Collection	Schedule/ Frequency	Responsible Staff	Resources (\$)	Risks and Assumptions
Obtained from the CPAP and project Results Frameworks)	Obtained from the CPAP and project Results Frameworks)	At the project start date	At the project end date	Specific publication, evaluation, survey, field observation, interviews, etc	Monthly, quarterly, annually, etc	Staff member responsible for collecting and reporting data	Estimated cost of collecting and reporting data	Any risks or assumptions concerning data collection / Means of Verification

CPAP Outcome: Inclusive and equitable growth policies and poverty reduction strategies of the Government are strengthened to ensure that most vulnerable and marginalized people in rural and urban areas have greater access to productive assets, decent employment, skills development, social protection and sustainable livelihoods				Reports, survey and field based interactions	TBD	Programme Manager and Programme Associate	TBD	Identification of consultants for study and delay in retrieving data from the government
CPAP Output. Effective policy options for inclusive growth, poverty eradication and human development are provided to national partners				Reports, survey and field based interactions	TBD	Programme Manager and Programme Associate	TBD	Identification of consultants for study and delay in retrieving data from the government
Project Output 1: Developed/provided scalable solutions for addressing development challenges for Central and State Governments	: Pilot project/initiative identified and demonstrated; Diagnostic/feasibility Studies undertaken;	0	1 pilot project , 2 studies					
Project Output 2: Resources mobilized from central and state governments through Blended financing models including public and private sector funding and	Proposals developed and submitted to government/private sector	0	10 proposals developed					

philanthropic institutions.								
Project Output 3: New partnerships forged, existing partnerships strengthened with government ministries and departments, private sector, and public sector enterprises to support the CDP/CPAP 2018-22 implementation.	<i>Partnerships developed with new public and private sector partners; State offices established;</i>	6	2 State offices established.					

## B. Monitoring and Evaluation Plan

### Monitoring Plan

Monitoring Visit	Time Frame				By whom	Place	Purpose	Expected Outcome	Resources
	Q1	Q2	Q3	Q4					
Field Visit 1	x	x	x	x	Senior mgmt., heads of units, programme manager, programme associate	Response and Need based	Scaling up and leverage government funding	Enhanced engagement with states and ministries in addressing implementation issues in schemes and programmes	As above
Field Visit 2									
Field Visit 3									
Field Visit 4									
Field Visit 5									

### Evaluation Plan

Evaluations/Assessments/ Reviews Planned for this year	Time Frame	By whom (External or Internal)	Purpose and how the evaluation/assessment/reviews results & Recommendation will be utilized	Resources

	Q1	Q2	Q3	Q4			
Evaluation/Assessment 1							
Evaluation/Assessment 2							
Evaluation/Assessment 3							
Evaluation/Assessment 4							
Evaluation/Assessment 5							

#### IV. Recruitment Plan 2017

*(Include all the recruitments envisaged by the project in AWP 2017 - including national and international staff positions that are vacant or newly created)*  
**Project ID:00082275    Project Title: Strategic Programmatic Engagement at State Level**

#	Post Title	National/ International	Level of Post	Proforma Cost per year (US\$)	Implemen ting Unit	Contract Modality (FTA/SC/TA)	Supervis or	Duty Station	Expected start date of Contract	Funding source
1.	Project Coordinator(4Position)	National	SB5	29,000	UNDP	SC	TBD	State of Odisha, Bihar	Jan 2017	UNDP Core
2	Admin & Finance Assistant(4 Position)	National	SB3	13,000	UNDP	SC	TBD	State of Odisha, Bihar	Jan 2017	UNDP Core



V. Procurement Plan 2017

(Include all local and international procurements valued at or above \$ 5000 envisaged in AWP 2017 – including goods, assets, services and works)

Project ID: 00082275

Project Title: Strategic Programmatic Engagement at State Level

Country Office	India
Submitted by:	Rakesh Kumar
Date:	

Instructions:

- Only include procurements to be done by UNDP for DIM, Management, support-to-NIM projects and UN Agencies
- If you need additional lines, right-click and "Insert" rows, do not copy-paste, to keep drop-down menus & format.

Requesting Unit	Project Name (acronym or brief name)	Type of Supply	Category	Description of goods, services or works required	Unit of Measure	Quantity	Estimated Unit Price in USD	Estimated Total Price in USD	Requested delivery date (goods, works) or start of services	Finalization of services date	End user of goods, services or works		Procurement Process Status
		Individual Contractor	Individual Consultant (IC) - Local	identify the schemes ;implementation challenges ; Bottlenecks	Unit	10	\$4,545	\$45,455	Mar		UNDP	Not Started	
		Individual Contractor	Individual Consultant (IC) - Local	needs assessment, project mapping and identification of high value/high impact projects for potential collaboration	day	100	\$379	\$37,879.00	Feb		UNDP	Not Started	

		Individual Contractor	Individual Consultant (IC) - Local	provide advisory support in preparation and finalization of ToR for Diagnostic Study	day	10	\$303	\$3,030.00	Feb		UND P	Not Started		
		Services	Consulting Firm Services	studies of state wide budgets of key flagship programmes and schemes, utilization, gaps and challenges	Unit	1	\$30303	\$30,303	Mar		UND P	Not Started		
		Services	Consulting Firm Services	Hiring of consultants at national level to undertake scoping study under 5 key national programme/schemes	Unit	5	\$45,455	\$45,455	Mar		UND P	Not Started		
		Individual Contractor	Individual Consultant (IC) - Intl.	Proposal Development in consultation with Partners	Unit	3		\$34,091						
		Individual Contractor	Individual Consultant (IC) - Local	Proposal Development in consultation with Partners	Unit	5		\$15,152						
		Individual Contractor	Individual Consultant (IC) - Local	developing the content for the Fact sheets on States/ministries	Unit	2	\$3,300	\$6,600						
		Services	Printing & Publishing	Designing & printing of Fact sheet	unit	1		\$10,000						
<b>Total Estimated 2017 Procurement Plan (USD)</b>									<b>\$227,965.</b>					

## VI. Planning, Monitoring and Reporting

The project will follow the following planning, monitoring and reporting cycle during the year.

Timeline /Target Date	Activity	Primary Responsibility
15 January 2017	Submit final Annual Progress Report 2015 to UNDP	Project Director/ Project Manager
10 Jan 2017	Finalisation of audit plans	RPU in consultation with Program Units
1 Feb-15 Mar. 2017	Annual audit of the project	RPU-Program Unit
07 April 2017 07 July 2017 07 October 2017 07 January 2018	Quarterly Progress Reports, including: a) Report on project progress and financial delivery (FACE forms)	Project Manager /Program Officer, M&E
31 July 2017	Organise Project Steering Committee as agreed in the Prodoc. (Mid-year review of project progress and, if needed, revision of the AWP)	Project Director/ Project Manager/
30 November 2017	IRRF, IWP and ROAR updates	M&E and Program Units
30 November 2017	Organise Project Steering Committee to: a) Review of project contribution to results and financial delivery 2017; b) Review and endorsement of AWP 2018	Project Director/ Project Manager

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## ANNEXES

- Annex 1: Cost sharing agreements signed with donors/government (if any)
- Annex 2: Project cooperation agreement signed with NGOs (if any)
- Annex 3: Agreements between the Implementing Partner and Responsible Parties (Government entities, NGOs, etc), if an