

FIMA 2009 Annual Work Plan

Country: MALAWI

UNDAF Outcome(s):	Good governance, gender equality, and rights-based approach to development enhanced by 2011
Expected CP Outcome(s): (Those that are linked to the intervention and extracted from the CPAP)	Gender equality and women's empowerment enhanced
Expected CP Output(s): (Those that are linked to the intervention and extracted from the CPAP)	Policy, institutional capacity and systems in place to increase women's access to financial services and markets
Implementing partner:	Ministry of Finance
Other Partners:	UNDP, UNCDF & CORDAID

Narrative

The project takes a sectoral approach, situating the development of microfinance in the overall financial sector including banking and capital markets.

The project strategy will support three key components:

- Nurturing a Policy Dialogue among stakeholders to support the development of an inclusive financial sector
- Supporting Innovations in Financial Markets that deepen and broaden access to services focusing on agricultural finance and mainly to women, savings services, and electronic banking applications
- Building the Capacity of key institutions supporting micro, rural and agricultural finance including Reserve Bank of Malawi, the Malawi Microfinance Network, the Government, and Micro and other financial institutions, particularly in the areas of financial transparency, outreach and sustainability.

The project key results to be achieved include:

- Appropriate mechanism (s) established to promote an effective policy dialogue for the development of an inclusive financial sector;
- Innovations in financial markets that extend financial services (savings, loans, payment services, money transfers, or insurance) to low-income groups, primarily in rural markets mainly women;
- Capacity of institutions operating in financial sector strengthened to increase outreach and sustainability of the sector

Programme Period:	Jan 2009 – Dec 2009
Programme Component:	
Intervention Title:	Financial Inclusion in Malawi (FIMA)
Budget Code:	
Duration:	4 Years

Estimated annualized budget:	US\$2,318,063
Allocated resources:	
• Government contribution	In kind
Regular	UNDP US\$ 645,000
Other:	
	UNCDF US\$1,063,731
	CORDAID US\$ 609,332
Unfunded budget:	_____

Agreed by (Implementing Partner): _____

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Agreed by (UNDP): _____

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EXPECTED CP OUTPUTS and indicators including annual targets	PLANNED ACTIVITIES List all activities including M&E to be undertaken during the year towards stated CP outputs	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET					
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount US\$			
									TOTAL	UNDP	UNCDF	CORDAID
1. ADVOCACY AND POLICY SUPPORT												
Policy, institutional capacity and systems in place to increase women's access to financial services and markets.												
Indicator: % women in target communities with savings and/or credit accounts												
Baseline (2007): 283,000 household savers; 50% women; 183,000 borrowers; 50% women. Target: 50 %												
National Strategy development												
1.1	Conduct diagnostic study	X					UNDP	71200 Consultancy	20,000	20,000	0	0
1.2	Design and develop a National Strategy and an action plan for financial inclusion	X					UNDP	71300 Local Consultants	10,000	10,000	0	0
								74500 Miscellaneous	3,000	3,000	0	0
								74200 Audio Visual & Print Prod costs	2,000	2,000	0	0
1.3	Validate the National				X		Stakeholders and FIMA Unit	71600 Travel	5,000	5,000	0	0

<p>A national strategy for Financial Inclusion in Malawi developed and approved</p> <p>Baseline: 0</p> <p>Target: One national strategy approved</p>	<p>Strategy and its Action Plan</p>										74200 Audio Visual & Print Prod costs	2,500	2,500	0	0
	1.4	Organize a Donor Roundtable on the National Strategy on Financial Inclusion and Action Plan						X	Ministry of Finance, Ministry of Industry and Trade	UNDP	71600 Travel	3,000	3,000	0	0
	1.5	Develop communication strategy for the FIMA Project							FIMA Unit and UNDP	FIMA Unit	72100 Contractual services	6,450	6,450		
	Sub Total - National strategy development											51,950	51,950	0	0
	Support National Microfinance Forum and TWG														
	1.5	Support to National Microfinance forum		X				X	MAMN and FIMA Unit	UNDP	71600 Travel	5,000	5,000	0	0
	1.6	Support to Technical Working Group (TWG)					X		MAMN and FIMA Unit	UNDP	71600 Travel	5,000	5,000	0	0
	Sub Total - Support to National Microfinance Forum and TWG											10,000	10,000	0	0
	Policy Support														
	1.7	Printing of the Malawi Microfinance Policy and workshop to launch the policy		X				X	Mol&T, FIMA Unit	UNDP	74200 Audio Visual & Print Prod costs	15,000	15,000	0	0

1.8	Bills sensitization workshop for Members of Parliament			X	RBM and FIMA Unit	UNDP	71600 Travel	10,000	10,000	0	0
1.9	Development of resource mobilisation strategy.	X			FIMA Unit	UNDP	71200 Consultancy	10,000	10,000	0	0
1.10	Development of Addendum on Financial Sector in MGDS	X			FIMA Unit	UNDP	71600 Travel	5,000	5,000	0	0
Sub Total Policy Support											
								40,000	40,000	0	0
TOTAL - ADVOCACY AND POLICY SUPPORT								101,950	101,950	0	0
2. INFRASTRUCTURE SUPPORT											
Support to RBM											
2.1	Support short term training of two staff members of RBM - Boulder Program			X	RBM	UNCDF	71600 Travel	22,178	0	22,178	0
2.2	3rd SACCO Regulators meeting, Pretoria			X	RBM	UNCDF	71600 Travel	2,500	0	2,500	0
2.3	9th Africa SACCA Congress in Gambia	X			RBM	UNCDF	71600 Travel	2,500	0	2,500	0
2.4	Training - centre for Microfinance, South Africa			X	RBM	UNCDF	71600 Travel	5,620	0	5,620	0
Capacity building and infrastructure support rendered to RBM, MAMN and Government of Malawi. Baseline: 0 Target: RBM, MAMN and Government of Malawi infrastructure enhanced.											

2.5	Support Exposure visits of 2 staff members of RBM.	X			RBM	UNCDF	71600 Travel	22,202	0	22,202	0
2.6	Draft Microfinance Examination manual	X			RBM	UNCDF	72100 Contractual services	10,000	0	10,000	0
2.7	Finalisation of regulatory frame works	X	X		RBM	UNCDF	72100 Contractual services	10,000	0	10,000	0
Sub Total - Support to RBM								75,000	0	75,000	0
Support to MAMN											
2.8	Strengthen MAMN	X	X	X	MAMN and FIMA Unit	UNCDF/ CORDAID	71400 Staff salaries	35,113	0	25,282	9,831
		X	X	X	MAMN and FIMA Unit	UNCDF/ CORDAID	72400 Communication	2,700	0	1,944	756
		X	X	X	MAMN and FIMA Unit	UNCDF/ CORDAID	71600 Travel	3,975	0	2,862	1,113
		X	X	X	MAMN and FIMA Unit	UNCDF/ CORDAID	74500 Direct costs	3,538	0	2,547	991
		X	X	X	MAMN and FIMA Unit	UNCDF/ CORDAID	72500 Stationery	3,928	0	2,828	1,100
		X	X	X	MAMN and FIMA Unit	UNCDF/ CORDAID	72200 Equipment and Furniture	45,822	0	32,992	12,830
2.9	Coordinate 2 training workshops targeting 40 MFIs staff	X			MAMN and FIMA Unit	UNCDF/ CORDAID	71600 Travel	23,332	0	16,799	6,533
2.10	Exchange visit to other networks	X			MAMN and FIMA Unit	UNCDF/ CORDAID	71600 Travel	9,375	0	6,750	2,625
2.11	Microfinance training - Boulder	X			MAMN and FIMA Unit	UNCDF/ CORDAID	71600 Travel	19,594	0	14,108	5,486

2.12	Conduct Feasibility study to assess viability of establishing Credit Reference Bureau	X		X		MAMN and FIMA Unit	UNCDF/ CORDAID	71600 Travel	5,944	0	4,280	1,664
2.13	Participate in National Microfinance Forum activities	X	X	X	X	MAMN and FIMA Unit	UNCDF/ CORDAID	71600 Travel	1,128	0	812	316
2.14	Monitor performance of member institutions	X	X	X		MAMN and FIMA Unit	UNCDF/ CORDAID	71600 Travel	1,600	0	1,152	448
2.15	Produce MAMN newsletter	X			X	MAMN and FIMA Unit	UNCDF/ CORDAID	74200-Printing and publications	6,445	0	4,640	1,805
2.16	Website design and maintenance	X			X	MAMN and FIMA Unit	UNCDF/ CORDAID	72100 Contractual services	2,313	0	1,665	648
2.17	MAMN Resource Centre setting up	X			X	MAMN and FIMA Unit	UNCDF/ CORDAID	74500 Miscellaneous	13,150	0	9,296	3,854
Sub Total - Support to MAMN									177,957	0	127,957	50,000
Support to Government of Malawi												
2.18	Training support to Government, PMU and UNDP - Boulder training		X			MoF and Industry and Trade	UNDP	71600 Travel	20,000	20,000	0	0
								71300 Fees	20,000	20,000	0	0
2.19	Support key stakeholders attend a microfinance Conference	X				MoF and Industry and Trade	UNDP	71600 Travel	15,000	15,000	0	0

2.20	Website development for FIMA Unit	X				MoF and FIMA Unit	UNDP	72100 Contractual	4,000	4,000	0	0	
2.21	Accounting software for FIMA Unit	X				FIMA Unit	UNDP	72100 Contractual	3,000	3,000	0	0	
Sub Total - Support to Government of Malawi													
Supporting transformation processes of MFIs													
2.22	Support Pride Malawi (PM) Independent assessment	X				MoF, FIMA Unit and Donors	UNCDF	71200 Consultancy	12,000	0	12,000	0	
2.23	Support Pride Malawi - Implementation of transformation plan		X			MoF, FIMA Unit and Donors	UNCDF	71200 Consultancy 71600 Travel	20,000	0	20,000	0	
Sub Total - Supporting transformation processes of MFIs													
TOTAL - INFRASTRUCTURE													
									34,000	0	34,000	0	
									348,957	62,000	236,957	50,000	
3. STRENGTHENING MFIs													
Funding MFIs													
MFIs and other qualifying FSPs offered grants and loans to increase outreach and build capacity.	3.1	Analyze FSPs funding proposals and sign at least four performance based agreements	X	X	X	X	FIMA Unit	UNDP,UNCDF & CORDAID	72600 Grants	856,632	160,525	373,275	322,832
								72600 Loans	550,000	0	313,500	236,500	
	Sub Total funding MFIs												
									1,406,632	160,525	686,775	559,332	
Support to MFIs													
3.2	SC and IC meetings	X	X	X	X	FIMA Unit	UNDP	71600 Travel	15,000	15,000	0	0	
Base line: One performance based agreement signed													

Target: Sign four performance based agreements with FSPs.	3.3	Sensitize MFIs about the FIMA Project	X						FIMA Unit	UNDP	72100 Contractual	3,546	3,546	0	0
	3.4	Sensitize the players in the financial sector on downscaling and linkages with the MFIs	X						FIMA Unit	UNDP	72100 Contractual	3,546	3,546	0	0
Sub Total - Support to MFIs															
TOTAL - STRENGTHENING MFIs															
4. PROGRAMME MANAGEMENT SUPPORT															
	4.1	PMU staff costs	X	X	X	X	X		UNDP & UNCDF	UNCDF	71100 ALD Employee Costs	140,000	0	140,000	0
	4.2	Project management training				X			UNDP & UNCDF	UNDP	71400 Service contracts for national project personnel	80,000	80,000	0	0
	4.3	Exchange visit to Sierra Leone	X						UNDP & UNCDF	UNDP	71600 Travel	10,148	10,148	0	0
	4.4	Training support to Government and PMU - Investment Appraisal Training				X			UNDP & UNCDF	UNDP	71300 Fees	4,681	4,681	0	0
									UNDP & UNCDF	UNDP	71600 Travel	9,155	9,155	0	0
									UNDP & UNCDF	UNDP	71600 Travel	15,222	15,222	0	0
									UNDP & UNCDF	UNDP	71300 Fees	7,021	7,021	0	0
	4.5	Acquire necessary office equipment and pay for relevant operating costs	X						FIMA Unit	UNDP	74500 Operating costs	94,000	94,000	0	0
											72200 Motor vehicle	28,000	28,000	0	0
											72200 Equipment	17,956	17,956	0	0

4.6	Indirect costs	X	X	X	X	UNDP	74500 Miscellaneous	32,250	32,250	0	0
TOTAL - PROGRAMME MANAGEMENT SUPPORT											
								438,433	298,433	140,000	0
GRAND TOTAL								2,31,8063	645,000	1,063,731	609,332