



| ANNUAL TARGET, ACTIVITY RESULT & RELEVANT ACTIONS   | DETAILED SUB ACTIVITIES FOR THE QUARTER   | TIMEFRAME |    |    | RESPONSIBLE PARTY | QUARTERLY BUDGET |   |              |                                 |                |
|---|---|-----------|----|----|-------------------|------------------|---|--------------|---------------------------------|----------------|
|   |   | M1        | M2 | M3 |                   | Source of Fund   | Unit cost   | No. of units | Approved Budget for 2nd Quarter |                |
|   |   |           |    |    |                   |                  |   |              |                                 |                |
| Action 1.3.6 Publish Nepal Electoral Atlas and other thematic electoral maps for all 75 districts and 240 constituencies in both Nepali and English<br>Action 1.3.7 Develop online GIS based Electoral Mapping System | 1.3.6.1 Publish constituencies and upcoming election related maps and products                                  |           |    |    |                   | 00551            | 74200- Printing & Stationeries  | 5,000        | 1                               | 5,000          |
|   | 1.3.7.1 Recruit national consultants  |           |    |    |                   | 00551            | 71300- National Consultants   | 2,500        | 2                               | 5,000          |
|   | 1.3.7.2 Initiate procurement of online GIS software   |           |    |    |                   | 00551            | 72800- Information Technology   | 5,000        | 1                               | 5,000          |
|   |   |           |    |    |                   | 00551            | 75100- GMS  | 3,486        | 1                               | 3,486          |
|   |   |           |    |    |                   |                  | <b>Activity Sub-Total</b>   |              |                                 | <b>53,286</b>  |
|   |   |           |    |    |                   | 00551            | 71200- International Consultants (VR)   | 8,000        | 1                               | 8,000          |
|   |   |           |    |    |                   | 00551            | 71600- Travel   | 5,500        | 1                               | 5,500          |
| Activity 1.4: Support with Creation and Display of New Voter Register   | 1.4.1.1 Provide regular technical assistance on Voter Registration System /ICT                                  |           |    |    |                   | 00551            | 71200- International Consultants (IT)   | 27,000       | 1                               | 27,000         |
|   | 1.4.1.2 Organize ICT Training   |           |    |    |                   | 00551            | 71600- Travel   | 7,000        | 1                               | 7,000          |
|   | 1.4.2.1 Provide regular technical assistance on Voter Registration & Database Management                        |           |    |    | UNDP & ECN        | 00551            | 75700- Training & Workshop  | 6,000        | 3                               | 18,000         |
|   | 1.4.2.1 Provide regular technical assistance on Voter Registration & Database Management                        |           |    |    |                   | 00551            | 71400- Contractual Services - Individual (National IT, System Administrator & Governance) | 5,250        | 2                               | 10,500         |
| Action 1.4.3 Monitor voter registration process   | 1.4.3.1 Conduct regular monitoring of voter registration process  |           |    |    |                   | 00551            | 71400- Contractual Services - Individual (Regional IT Officers -5 Individual)             | 3,375        | 5                               | 16,875         |
|   | 1.4.6.1 Develop and procure software and equipment for ECN  |           |    |    |                   | 00551            | 74500- National & International UNV   | 6,250        | 2                               | 12,500         |
| Action 1.4.6 Develop and procure software and equipment for ECN   | 1.4.6.1 Develop and procure software and equipment for database center  |           |    |    |                   | 00551            | 71600- Local Travel   | 5,000        | 1                               | 5,000          |
|   | 1.4.6.2 Procure Equipments & electrical refurbishment for security of database center                           |           |    |    |                   | 00551            | 71200- International Consultants  | 21,750       | 1                               | 21,750         |
|   |   |           |    |    |                   | 00551            | 71600-Travel  | 35,000       | 1                               | 35,000         |
|   |   |           |    |    |                   | 00551            | 71200- Contractual Company  | 35,000       | 1                               | 35,000         |
| Action 1.4.7 Support ECN in voter registration and coordination with stakeholders   | 2.1: Support with Procedures and Training   |           |    |    |                   | 00551            | 72200- Furniture & equipments   | 13,000       | 1                               | 13,000         |
|   | 2.1.1 Provide onsite technical assistance in the Electoral Procedures and Training                              |           |    |    |                   | 00551            | 71400- Contractual Services - Individual (VR Coordination Officer)                        | 4,200        | 1                               | 4,200          |
|   | 2.1.2 Recruit national consultant   |           |    |    |                   | 00551            | 75100- GMS  | 15,353       | 1                               | 15,353         |
| Action 2.1.2 Support ECN in drafting, reviewing and amending necessary electoral guidelines & regulations   |   |           |    |    |                   |                  | <b>Activity Sub-Total</b>   |              |                                 | <b>234,678</b> |
|   | 2.1.1 Provide onsite technical assistance in the Electoral Procedures and Training                              |           |    |    |                   | 00551            | 61300- Fixed Term Salary CTA /Project Manager   | 49,500       | 1                               | 49,500         |
|   | 2.2.1 Recruit national consultant   |           |    |    |                   | 00551            | 71300- National Consultant  | 2,500        | 1                               | 2,500          |
|   | 2.1.2.2 Draft, review, amend and provide recommendations on the electoral guidelines and regulations            |           |    |    | UNDP & ECN        | 00551            | 75700- Trainings & Workshop   | 2,000        | 1                               | 2,000          |
| 2.2: Support with Operations and Logistics  | 2.2.1 Provide technical assistance with operations and logistical issues  |           |    |    |                   | 00551            | 75100- GMS  | 3,780        | 1                               | 3,780          |
|   | 2.2.1.1 Provide technical assistance with operations and logistical issues                                      |           |    |    |                   |                  | <b>Activity Sub-Total</b>   |              |                                 | <b>57,780</b>  |
|   | 2.2.1.1 Provide technical assistance with operations and logistical issues                                      |           |    |    |                   | 00551            | 61300- Fixed Term Salary Technical Advisor  | 34,500       | 1                               | 34,500         |
| Action 2.2.2 Develop operational & logistic strategies, plan and proposal   | 2.2.2.1 Develop operational & logistic plan and strategies  |           |    |    |                   | 00551            | 71200- International Consultant   | 15,000       | 1                               | 15,000         |
|   | 2.2.3 Support ECN with polling, counting, tabulation training for polling staff ( IT equipments configurations) |           |    |    |                   | 00551            | 72800- Software Development   | 10,000       | 1                               | 10,000         |
|   |   |           |    |    |                   | 00551            | 71400- Service Contract-Individuals- Operation Officer                                    | 1,400        | 1                               | 1,400          |

| ANNUAL TARGET, ACTIVITY RESULT & RELEVANT ACTIONS  | DETAILED SUB ACTIVITIES FOR THE QUARTER  | TIMEFRAME |    |    | RESPONSIBLE PARTY | QUARTERLY BUDGET |           |              |                                 |  |        |   |         |  |  |  |  |  |  |  |
|--|--|-----------|----|----|-------------------|------------------|-----------|--------------|---------------------------------|--|--------|---|---------|--|--|--|--|--|--|--|
|  |  | M1        | M2 | M3 |                   | Sources of Fund  | Unit cost | No. of units | Approved Budget for 2nd Quarter |  |        |   |         |  |  |  |  |  |  |  |
|  |  |           |    |    |                   |                  |           |              |                                 |  |        |   |         |  |  |  |  |  |  |  |
| 2.3: Support with Electoral Dispute Resolution   |  |           |    |    |                   |                  |           |              |                                 |  |        |   |         |  |  |  |  |  |  |  |
| 2.3.1.1 Provide onsite technical assistance related to Electoral Dispute Resolution (EDR) processes  | 2.3.1.1 Provide onsite technical assistance related to Electoral Dispute Resolution processes ( EDR) |           |    |    |                   |                  |           |              | 00551                           | 75100- GMS   | 4,263  | 1 | 65,163  |  |  |  |  |  |  |  |
|  |  |           |    |    |                   |                  |           |              |                                 | Activity Sub-Total   |        |   |         |  |  |  |  |  |  |  |
| 2.3.2 Support ECN with drafting, reviewing & amending EDR related rules & regulations in the electoral law   | 2.3.2.1 Organize workshops to draft, review and amend EDR related rules and regulations              |           |    |    | UNDP & ECN        |                  |           |              | 00551                           | 71400- Service Contract-Individuals- Translator                            | 1,400  | 2 | 2,800   |  |  |  |  |  |  |  |
|  |  |           |    |    |                   |                  |           |              | 00551                           | 71300- National Consultant   | 2,500  | 1 | 2,500   |  |  |  |  |  |  |  |
|  |  |           |    |    |                   |                  |           |              | 00551                           | 75700- Seminar, Training & Workshop  | 22,000 | 1 | 22,000  |  |  |  |  |  |  |  |
|  |  |           |    |    |                   |                  |           |              | 00551                           | 75100- GMS   | 1,911  | 1 | 1,911   |  |  |  |  |  |  |  |
|  |  |           |    |    |                   |                  |           |              |                                 | Activity Sub-Total   |        |   | 29,211  |  |  |  |  |  |  |  |
| 2.4: Support with Electoral Security   |  |           |    |    |                   |                  |           |              |                                 |  |        |   |         |  |  |  |  |  |  |  |
| 2.4.1 Provide onsite technical assistance related to prevention of electoral violence  | Action 2.4.1 Recruit consultants ( National, International)  |           |    |    |                   |                  |           |              | 00551                           | 71300- National Consultant   | 3,757  | 2 | 7,514   |  |  |  |  |  |  |  |
| 2.4.2 Develop national anti-violence strategies, campaign messaging and electoral security plan  | Action 2.4.2.1 Organize Seminars/ Workshops/Trainings  |           |    |    |                   |                  |           |              | 00551                           | 75700- Seminars, Trainings & Workshops                                     | 10,000 | 5 | 50,000  |  |  |  |  |  |  |  |
|  |  |           |    |    |                   |                  |           |              | 00551                           | 75100- GMS   | 4,026  | 1 | 4,026   |  |  |  |  |  |  |  |
|  |  |           |    |    |                   |                  |           |              |                                 | Activity Sub-Total   |        |   | 61,540  |  |  |  |  |  |  |  |
| 3.1: Support With Public Outreach, Civic and Voter Education   |  |           |    |    |                   |                  |           |              |                                 |  |        |   |         |  |  |  |  |  |  |  |
| 3.1.1 Provide onsite technical assistance related to Public Outreach, Civic and Voter Education strategy, policy & plan                              | Action 3.1.1 Recruit Civic and Voter Education Officer   |           |    |    |                   |                  |           |              | 00551                           | 71400- Contractual Services - Individual Civic and Voter Education Officer | 2,800  | 1 | 2,800   |  |  |  |  |  |  |  |
|  |  |           |    |    |                   |                  |           |              | 00551                           | 71200- International Consultant  | 15,000 | 1 | 15,000  |  |  |  |  |  |  |  |
| 3.1.2 Produce public outreach, civic and voter education materials ( documentaries, audio, booklets, posters, flipcharts, pamphlets, websites, etc.) | Action 3.1.2 Develop and publish public outreach, civic and voter education materials                |           |    |    |                   |                  |           |              | 00551                           | 72300-Audio Video Printing & Productions                                   | 50,000 | 1 | 50,000  |  |  |  |  |  |  |  |
| 3.1.3 Support ECN in national level public outreach, civic & voter education campaign ( broadcasting in TV & radios & FM )                           | Action 3.1.3 Broadcast voter education materials   |           |    |    |                   |                  |           |              | 00551                           | 72300-Audio Video Printing & Productions                                   | 77,000 | 1 | 77,000  |  |  |  |  |  |  |  |
| 3.1.4 Develop training manuals, tools, guidelines, plans for nationwide civic & voter education  | Action 3.1.4 Develop and publish public outreach, civic and voter education materials                |           |    |    | UNDP & ECN        |                  |           |              | 00551                           | 71300 - National Consultant  | 2,500  | 1 | 2,500   |  |  |  |  |  |  |  |
| 3.1.6 Support ECN in training & workshops related to public outreach, civic and voter education  | Action 3.1.6 Conduct voter education trainings   |           |    |    |                   |                  |           |              | 00551                           | 75700- Seminar, Training & Workshop  | 10,000 | 1 | 10,000  |  |  |  |  |  |  |  |
|  |  |           |    |    |                   |                  |           |              | 00551                           | 75100- GMS   | 11,011 | 1 | 11,011  |  |  |  |  |  |  |  |
|  |  |           |    |    |                   |                  |           |              |                                 | Activity Sub-Total   |        |   | 168,311 |  |  |  |  |  |  |  |
| Activity 3.2: Support with Electoral Education and Information Center(s)   |  |           |    |    |                   |                  |           |              |                                 |  |        |   |         |  |  |  |  |  |  |  |
| 3.2.1 Provide onsite technical assistance in Electoral Education and Information centers   | Action 3.2.1 Provide regular technical assistance in the operation of EEIC                           |           |    |    |                   |                  |           |              | 00551                           | 71400- Contractual Services - Individual (EEIC Coordinator)                | 4,200  | 1 | 4,200   |  |  |  |  |  |  |  |
|  |  |           |    |    |                   |                  |           |              | 00551                           | 71200- International Consultant  | 15,000 | 1 | 15,000  |  |  |  |  |  |  |  |
|  |  |           |    |    |                   |                  |           |              | 00551                           | 71600- Travel  | 5,000  | 1 | 5,000   |  |  |  |  |  |  |  |
|  |  |           |    |    |                   |                  |           |              | 00551                           | 71300- National Consultant   | 2,500  | 1 | 2,500   |  |  |  |  |  |  |  |

| ANNUAL TARGET, ACTIVITY RESULT & RELEVANT ACTIONS   | DETAILED SUB ACTIVITIES FOR THE QUARTER   | TIMEFRAME |    |    | RESPONSIBLE PARTY | QUARTERLY BUDGET |   |              |                                 |               |
|---|---|-----------|----|----|-------------------|------------------|---|--------------|---------------------------------|---------------|
|   |   | M1        | M2 | M3 |                   | Sources of Fund  | Unit cost   | No. of units | Approved Budget for 2nd Quarter |               |
|   |   |           |    |    |                   |                  |   |              |                                 |               |
| Action 3.2.2 Support EEIC in development & production of electoral information materials & products             | 3.2.2.1 Initiate and publish electoral information materials  |           |    |    |                   | 00551            | 74200- Audio Video Production                                 | 5,000        | 1                               | 5,000         |
| Action 3.2.3 Support ECN in EEIC operations & maintenance   | 3.2.3.2 Initiate documentaries for EEIC   |           |    |    |                   |                  |   |              |                                 |               |
|   | 3.2.3.1 Support ECN in EEIC operations & maintenance  |           |    |    | UNDP & ECN        | 00551            | 74500 - Operation Cost  | 3,000        | 1                               | 3,000         |
| Action 3.2.5 Support ECN in EEIC library management   | 3.2.5.1 Procure books for EEIC library  |           |    |    |                   | 00551            | 72500- Books & Periodicals                                    | 5,000        | 1                               | 5,000         |
| Action 3.2.6 Provide research grant for outreach activities & library   | 3.2.6.1 Support to excess for EEIC visitors   |           |    |    |                   | 00551            | 71600- Travel   | 2,000        | 1                               | 2,000         |
| Activity 3.2.7 Organize training for Social Studies Teachers  | 3.2.7.1 Support in the training for Social Studies teachers   |           |    |    |                   | 00551            | 75700- Seminar, Training & Workshop                           | 18,000       | 1                               | 18,000        |
|   | 3.2.7.2 Organize training for EEIC staff  |           |    |    |                   |                  |   |              |                                 |               |
| Activity 3.2.8 Finalize the waiting area of EEIC  | 3.2.8.1 Finalize the waiting area of EEIC   |           |    |    |                   | 00551            | 72100- Contractual Company                                    | 15,000       | 1                               | 15,000        |
|   |   |           |    |    |                   | 00551            | 75100- GMS  | 5,229        | 1                               | 5,229         |
|   |   |           |    |    |                   |                  | <b>Activity Sub-Total</b>                                     |              |                                 | <b>79,929</b> |
| <b>Activity 3.3: Support with External Relations</b>  |   |           |    |    |                   |                  |   |              |                                 |               |
| Action 3.3.1 Provide onsite technical assistance in the areas of external relations ( media)                    | 3.3.1.1 Recruit national consultant   |           |    |    |                   | 00551            | 71300- National Consultant                                    | 2,500        | 1                               | 2,500         |
|   | 3.3.1.2 Provide onsite technical assistance in the areas of external relations ( media)                                 |           |    |    |                   |                  |   |              |                                 |               |
|   |   |           |    |    |                   | 00551            | 75100- GMS  | 175          | 1                               | 175           |
|   |   |           |    |    |                   |                  | <b>Activity Sub-Total</b>                                     |              |                                 | <b>2,675</b>  |
| <b>3.4: Gender, Social Inclusion and Vulnerable Groups</b>  |   |           |    |    |                   |                  |   |              |                                 |               |
| Action 3.4.1 Provide onsite technical assistance in the areas of gender social inclusion and vulnerable groups. | 3.4.1.1 Provide onsite technical assistance in the areas of gender social inclusion and vulnerable groups               |           |    |    |                   | 00551            | 71400- Contractual Services - Individual ( Gender specialist) |              |                                 |               |
|   | 3.4.2.2 Follow up on Gender and Social Inclusion Mainstreaming Policy and Implementation                                |           |    |    |                   |                  |   |              |                                 |               |
|   | 3.4.2.2 Finalize and disseminate Gender Checklists  |           |    |    |                   |                  |   |              |                                 |               |
|   | 3.4.1.2 Plan conduct workshop on Gender and Elections in Central development regions                                    |           |    |    |                   |                  |   |              |                                 |               |
|   | 3.4.4.1 Conduct study on Gender/Social inclusion & Electoral Violence   |           |    |    |                   | 00551            | 75700- Seminar, Training & Workshop                           | 1,000        | 1                               | 1,000         |
| Action 3.4.2 Support ECN in adoption and mainstreaming of gender strategies and policy in the electoral process | 3.4.5.1 Conduct 1 national level and regional level workshops on "gender, election and women's political participation" |           |    |    |                   | 00551            | 71300-National Consultant                                     | 2,500        | 2                               | 5,000         |
|   | 3.4.5.2 Conduct training on Election, Gender and Media (BRIDGE)   |           |    |    |                   |                  |   |              |                                 |               |
|   | 3.4.6.1 Initiate planning for regional conference   |           |    |    |                   | 00551            | 75700- Seminar, Training & Workshop                           | 6,500        | 3                               | 19,500        |
|   |   |           |    |    |                   |                  |   |              |                                 |               |
|   |   |           |    |    |                   | 00551            | 75100- GMS  | 10,000       | 1                               | 10,000        |
|   |   |           |    |    |                   |                  | <b>Activity Sub-Total</b>                                     |              |                                 | <b>3,234</b>  |
|   |   |           |    |    |                   |                  | <b>Activity Sub-Total</b>                                     |              |                                 | <b>49,434</b> |
| <b>4.1 Monitoring &amp; Evaluations</b>   |   |           |    |    |                   |                  |   |              |                                 |               |
| 4.1.1. Conduct regular monitoring & evaluation of project thematic activities                                   | 4.1.1. Conduct regular monitoring & evaluation of project thematic activities   |           |    |    |                   | 00551            | 71400- Contractual Services-Individual ( Monitoring Officer)  | 4,200        | 1                               | 4,200         |
|   | 4.1.2 Conduct Baseline Survey with a nationally representative sample   |           |    |    |                   | 00551            | 72100- Consultancy Service- Company                           | 30,000       | 1                               | 30,000        |
|   |   |           |    |    | UNDP & ECN        | 00551            | 71300-National Consultant                                     | 2,500        | 1                               | 2,500         |
|   |   |           |    |    |                   | 00551            | 75700- Seminar, Training & Workshop                           | 5,000        | 1                               | 5,000         |
|   |   |           |    |    |                   | 00551            | 71600- Travel   | 10,000       | 1                               | 10,000        |
|   |   |           |    |    |                   | 00551            | 75100- GMS  | 2,919        | 1                               | 2,919         |
|   |   |           |    |    |                   |                  | <b>Activity Sub-Total</b>                                     |              |                                 | <b>54,619</b> |

| ANNUAL TARGET, ACTIVITY RESULT & RELEVANT ACTIONS | DETAILED SUB ACTIVITIES FOR THE QUARTER   | TIMEFRAME |    |    | RESPONSIBLE PARTY | Sources of Fund | QUARTERLY BUDGET |              |                                 |           |  |
|---|---|-----------|----|----|-------------------|-----------------|------------------|--------------|---------------------------------|-----------|--|
|   |   | M1        | M2 | M3 |                   |                 | Unit cost        | No. of units | Approved Budget for 2nd Quarter |           |  |
|   |   |           |    |    |                   |                 |                  |              |                                 |           |  |
|   | Programme Support Cost:   |           |    |    |                   |                 |                  |              |                                 |           |  |
|   | National Service Contract   |           |    |    | 00551             |                 |                  | 3,900        | 5                               | 19,500    |  |
|   | Supplies (Stationeries, Furniture & Equipments ( Vehicle, HF, computer, desk, laptop etc. |           |    |    | UNDP & ECN        |                 |                  | 400          | 3                               | 1,200     |  |
|   | Rental & Maintenance Cost   |           |    |    | 00551             |                 |                  | 45,000       | 1                               | 45,000    |  |
|   | Rental & Maintenance Cost   |           |    |    | 04000             |                 |                  | 1,500        | 3                               | 4,500     |  |
|   | Visibility, Communication & Audio Visual Equip. ( Telephone, & communication Char(#)      |           |    |    | 04000             |                 |                  | 1,000        | 3                               | 3,000     |  |
|   | Cleaning, Security Expense  |           |    |    | 04000             |                 |                  | 500          | 3                               | 1,500     |  |
|   |   |           |    |    | 00551             |                 |                  | 3,150        | 1                               | 3,150     |  |
|   | Activity Sub-Total  |           |    |    |                   |                 |                  |              |                                 | 77,850    |  |
|   | Total Budget  |           |    |    |                   |                 |                  |              |                                 | 1,103,910 |  |

Prepared by



Chief Technical Advisor/ Project Manager  
Electoral Support Project

Endorsed by



Team Leader, Governance Unit  
UNDP

Approved by



Deputy Country Director  
UNDP