

I. ANNUAL WORK PLAN 2015

Project ID: 70684 **Project Title: Strengthening Participatory Federalism and Decentralization**

EXPECTED OUTPUTS <i>And baseline, associated indicators and annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	Funding Source	TRAC	Budget Description	Total Amount
		Q 1	Q 2	Q 3	Q 4					
<p>Output 1: Council of Common Interest (CCI), Provincial Departments of Inter-Provincial Coordination and select line departments are strengthened</p> <p><i>Indicators:</i></p> <p>1. 1 Independent Secretariat of CCI is established and functional</p> <p>Baseline: No independent secretariat of CCI</p> <p>Target: Independent secretariat of CCI is established and functional</p> <p>1.2 Improved capacity of federal & provincial IPC</p>	<p>1.1 Activity Result: Independent Secretariat of CCI is staffed and functional</p> <p>- Action: 4 provincial multi stakeholder consultation on establishment of CCI</p> <p>- Action: 1 Scoping study on institutional design of CCI</p> <p>- Action: Technical Support provided to IPC Standing Committees to improve coordination amongst provinces for achievement of MDGs (Senate, National & Provincial Assembly)</p>	X	X	X	X	UNDP	TBD	50,000 Seminars & Scoping Study 75700	50,000	

<p>departments in managing post 18th amendment transition management</p> <p>Baseline: Federal & Provincial Govts lack capacity to implement 18th Amendment</p> <p>Target: Federal & provincial IPC departments are managing post 18th amendment transition</p>	<p>1.2.1 Activity Result: Devolution Management Information System for CCI developed and operationalized for documenting decisions and tracking implementation</p> <p>- Action: Capacity of Balochistan & KP IPC departments enhanced through technical support (IT & MIS)</p> <p>Action: Provincial IPC Departments connected with DMIS at the federal level (Balochistan & KPK)</p> <p>- Action: 100 designated provincial IPC officials trained on using DMIS (Balochistan & KPK)</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p>UNDP</p>	<p>IPC Balochistan & KPK</p>	<p>TBD</p> <p>TRAC</p> <p>TRAC</p>	<p>LOA Training Workshop 75700</p> <p>20,000</p> <p>9,600</p> <p>134,400</p>	<p>164,000</p>
<p>1.3 Improved coordination & awareness between federal and provincial govt. on 18th amendment transition management</p> <p>Baseline: Lack of coordination between federal and provinces on subjects listed in FL II</p> <p>Target: Coordination mechanism set up and functional between federal and provincial Governments on subjects listed in FL II</p>	<p>1.2.2 Activity Result: Federal and Provincial IPC staff is effectively managing CCI functions</p> <p>- Action: 1 training course module developed on 18th amendment & transition management for NIMS/Govt. staff training institutes</p> <p>- Action: 15 master trainers trained on conducting training at National Institute of Management – NIM/other</p> <p>Action: 125 IPC Official (Federal + Provincial trained on CCI and devolution management</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>UNDP</p>	<p>TBD</p>	<p>Training Workshop 75700</p> <p>62,500</p>	<p>62,500</p>

<p>1.3.1 Activity Result: Improved coordination between federal and provincial Governments on subjects listed in FL II</p> <ul style="list-style-type: none"> - Action: 4 briefing papers on prioritized sectors - Action: 4 Inter- Provincial Dialogues on prioritized sectors - Action : 4 Inter- Provincial study tour - Action : 1 International Study Tour for federal & provincial IPC staff 	X	X	X	X	X	UNDP	TBD	112,500	Seminars, Briefing Papers and Study Tours 75700	112,500
<p>1.3.2 Activity Result: Increased democratic accountability through performance analysis of CCI, NEC, NFC, POP</p> <ul style="list-style-type: none"> - Action: 1 Stakeholder consultation on parliamentary reports - Action: 1 Performance analysis report on parliamentary reports - Action Citizens Devolution Report - Action: 1 comprehensive report on 5 years of 18th amendment published - Action: 1 Conference/launching of 5 years of 18th amendment report - Action: Documentary on 5 years of 18th Amendment 	X	X	X	X	X	CCEP	TRAC TBD	11,850 88,150	Reports & Consultation (72100)	100,000

	<p>1.2.3 Activity Result: Strengthen the federal and provincial institutional capacity to promote and protect the human rights of the vulnerable groups including women, children and religious minorities, in accordance with international human rights treaties and standards</p> <p>-Action: a scoping study to identify the challenges and reporting lines in submitting reports on international human rights conventions</p> <p>-Action: Capacity development plan for HR Ministry designed & implemented</p> <p>-Action: Organize 2 consultations with key stakeholders at national level to improve coordination mechanisms between federal & provincial HR bodies</p>	X	X	X	X	X	UNDP	TBD	100,000	Study & Consultations	100,000	589,000
Sub Total- Output 1:												589,000

<p>Output 2: Provincial Governments technically supported to develop legislative, institutional and policy frameworks on devolved subjects, specifically environmental management, human rights health, education, and tax devolution</p> <p><i>Indicators:</i></p> <p>2.1 Enhanced capacity of Government of Balochistan & KP on decentralized governance</p> <p>Baseline: Balochistan government is still grappling with challenges of devolution management, Tracking and monitoring of policy decisions remains weak at all tiers of government, No Progress Report published on the current status of the implementation of 18th Amendment Target: Govt. of KP and Balochistan functioning on devolved subjects,</p>	<p>2.1.1 Activity Result: Increased Fiscal share of Balochistan in divisible pool</p> <p>-Action: Provide technical support to Govt. of Balochistan to the process of 8th NFC</p>	<p>X</p>	<p>X</p>	<p>P&D</p>	<p>TRAC</p> <p>TBD</p>	<p>10,000</p> <p>20,000</p>	<p>Letter of Agreement (P&D) (72100)</p>	<p>30,000</p>
<p>2.1.2 Activity Result: BDF leads to increased development initiatives/plans in Balochistan</p> <p>-Action: Organize & follow up BDF</p> <p>-Action: 4 Sectoral Strategies of prioritized sectors developed</p> <p>- Action: Integration of core development programme in ADP 2015-16</p> <p>-Action: Development of PC-1s on select schemes/projects from core programme</p> <p>-Action: Pre-Budget seminar/consultation/dialogue with political parties, provincial assembly members, Govt. functionaries, civil society and development partners</p>	<p>2.1.2 Activity Result: BDF leads to increased development initiatives/plans in Balochistan</p> <p>-Action: Organize & follow up BDF</p> <p>-Action: 4 Sectoral Strategies of prioritized sectors developed</p>	<p>X</p>	<p>X</p>	<p>P&D</p>	<p>TRAC</p> <p>TBD</p>	<p>30,000</p> <p>80,000</p>	<p>Letter of Agreement (72100) (P&D)</p>	<p>110,000</p>

<p>specifically environmental management, human rights health, education, and tax devolution</p> <p>2.2 Established & operational autonomous institutions on devolved subjects</p> <p>Baseline: No autonomous institutions on devolved subjects</p> <p>Target 2 autonomous institutions functional on devolved subjects</p>	<p>3. Activity Result: Provincial Laws on subjects devolved through 18th Amendment are drafted, passed and operationalized</p> <p>- Action: Map existing laws on health, human rights & Environmental governance</p> <p>- Action: Technical support provided in drafting/amending law (health & environment)</p> <p>- Action: Research studies on decontamination of industrial sites, deforestation and district waste management</p> <p>- Action: Policy Advocacy through consultations/ dialogue/ seminars for operationalization of the drafted law</p>	X	X	X	X	UNDP	TBD	0	Consultant (71300)	100,000
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	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
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	<p>2.1.4 Activity Result: Increased evidence based advocacy on devolved subjects</p> <ul style="list-style-type: none"> - Action: 2 policy briefs on women development and human rights published to assist provincial government in policy making - Action: Seminars conducted to present recommendations of policy briefs Activity 5: 3 workshops & 1 Conference on public health, environment, human rights governance organized to build capacity of relevant line departments & CSOs 			X	X	UNDP	TBD	64,000	Contractual Services (72100)	64,000
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<p>2.2.1 Activity Result: Autonomous Institutions in devolved subjects are established and functional</p> <p>-Action: Stakeholder consultation organized on institutional design of HEC Balochistan</p> <p>-Action: Institutional Design of HEC Balochistan drafted</p> <p>-Action: Support the establishment of HEC Punjab</p> <p>-Action: Stakeholder consultation organized on institutional design of BRA</p> <p>-Action: Institutional design on BRA drafted</p> <p>-Action: Study tour of BRA official to Sindh Revenue Board & Punjab Revenue Authority</p> <p>-Action: Technical expert provided to Energy Department Balochistan to develop strategy for the oil and gas sector</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>				<p>TBD</p> <p>TRAC</p> <p>TRAC</p>	<p>56,000</p> <p>14,000</p> <p>10,000</p>	<p>LOA (72100)</p>	<p>80,000</p>
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<p>2.2.2. Activity Result: Improved reporting on international commitments</p> <p>-Action: Strengthen Treaty Cell established at IPC Department Balochistan through 1 scoping study and training of 35 officials</p>		X	UNDP	TBD	50,000	Contractual Services (72100)	20,000
<p>2.2.3 Activity Result: Chief Ministers office is able to monitor and track implementation of cabinet decisions through an MIS Dashboard</p> <p>Action- Establish MIS Dashboard for CM Office</p>			UNDP	TBD	16,000	Contractual Services (72100)	16,000
Sub Total- Output 2:							
<p>Output 3: Local governments in Balochistan, Khyber Pakhtunkhwa and Gilgit-Baltistan able to incorporate and use methodologies of participatory development planning,</p>			UNDP	TBD	50,000	MCGA/CPS (72600)	50,000
Sub Total- Output 3:							

<p>3.3 Improved Inter-Provincial Coordination</p> <p>Baseline: No forum exists for inter-provincial coordination</p> <p>Target: Forum for inter provincial coordination exists and is functional</p>	<p>3.1.1 Activity Result: Participatory Development Planning is introduced at all tiers of LG in Balochistan and KP (District/Tehsil/UC)</p> <p>- Action: Development of sector-specific training modules on tools for participatory development planning at the local levels in Balochistan and KP</p> <p>-Action: Training of 120 Master Trainers on participatory development planning in Balochistan and KP</p> <p>Action: Incorporate participatory development planning in development of ADP in one district, tehsil, UC</p>	<p>X</p>	<p>X</p>	<p>UNDP</p>	<p>TBD</p>	<p>100,000</p>	<p>MCGA /CPS (72600)</p>	<p>100,000</p>
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<p>3.3.1 Activity Result: Increased Inter-Provincial Coordination and Knowledge sharing</p> <ul style="list-style-type: none"> -Action: 1 Inter- Provincial forum is conducted for knowledge and experience sharing (Archaeology, Culture & Sports) -Action: 1 inter Provincial study tour for LG Departments and Ministers to foster collaboration and coordination amongst provinces - Action: Interprovincial conferences on Health and environmental governance -Action: Establish Inter-Provincial Forums on devolved subjects 		X	X	UNDP	TBD	85,000	Seminar/Training Workshop (75700)	85,000
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	X	X	<p>3.3.1 Activity Result: Increased Inter-Provincial Coordination and Knowledge sharing on LGs</p> <p>-Action: 1 Inter-Provincial Forum is conducted for knowledge and experience sharing (Archaeology, Culture, Sports)</p> <p>-Action: 1 Inter-Provincial study tour for LG Departments and Ministers to foster collaboration and coordination amongst provinces</p> <p>-Action: Inter-Provincial conferences on health and environmental governance</p> <p>-Action: Establish Inter-Provincial Forums</p>	UNDP	Konrad Adenauer Stiftung (KAS)	40,000	45,000	Seminar/Training Workshop	85,000	775,000
Sub Total- Output 3										

<p>Output 4: Civil society is informed and mobilized to integrate 18th Amendment (federalism and decentralization) in their advocacy, research and development agenda at policy and community levels</p> <p><i>Indicators:</i></p> <p>4.1 Enhanced capacity of media practitioners on decentralized governance reporting Baseline: 200 media practitioner trained</p>	<p>4.1.1 Activity Result: Enhanced capacity of media practitioners on decentralized governance reporting</p> <p>Action: Conduct training of 400 media practitioners on decentralized development Governance in 10 districts across Pakistan</p> <p>- Action: Establish a Media Group on Governance for information sharing on federalism and decentralization</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>UNDP</p>	<p>TBD</p>	<p>210,970</p> <p>9,030</p>	<p>MCGA (72600)LOA (72100) (Ministry of Information)</p>	<p>220,000</p>
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<p>Target: 400 media practitioners trained on reporting decentralized governance</p>	<p>4.2.1 Activity Result: Constitutional Literacy, Policy Research and advocacy on Federalism and Decentralization in Pakistan is improved</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>Letter Agreement (72100)</p>	<p>400,000</p>
<p>4.2 Improved knowledge & awareness on federalism & decentralization</p>	<p>-Action: 24 research fellowships awarded</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>10,000</p>	<p>TRAC</p>
<p>Baseline: Lack of awareness amongst citizens & CSOs on federalism & decentralization</p>	<p>-Action: 1 Research Compendium on Federalism & Decentralization</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>24,310</p>	<p>TRAC</p>
<p>Target: Constitutional Literacy, Policy Research and advocacy on Federalism and Decentralization in Pakistan is improved</p>	<p>-Action: 50 faculty members & 50 admin staff trained on the course on federalism (Winter school for administrative staff and Summer school for academia)</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>Ministry of Information</p>	<p>TBD</p>
<p>Indicator: Extent to which RTI is effectively operationalized</p>	<p>-Action: Constitutional Literacy events conducted (PTV, PBC, Info Services Academy)</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>NIHCR</p>	<p>TRAC</p>
<p>Baseline: RTI has not been operationalized at federal & provincial levels</p>	<p>-Action: Policy research and advocacy lectures, working papers through Pak Study Group on Federalism</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>365,690</p>	<p>TBD</p>
<p>Target: 2 citizens and accountability forums set up and operationalized</p>	<p>-Action: Devolution diary continued for awareness of public on federalism & decentralization</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>365,690</p>	<p>TBD</p>

	<p>3. Activity Result: Increased advocacy and dialogue on operationalization of Article 172(3)- the joint and equal ownership of Natural Resources (Extractives)</p> <p>-Action: Conduct a Scoping Study on Extractives Sector Governance in Pakistan</p> <p>-Action: 2 Seminars/Workshops conducted on operationalization of Article 172(3)</p> <p>-Action: Providing legal support to provincial governments in drafting rules/laws regarding operationalization of Article 172(3)</p>	X	X	X	UNDP	TBD	0	MCGA/CPS (72600)	122,500
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Project Management Unit										TRAC	Total ²
5.1 Personnel & Staffing Cost	Salaries, Nationals and one International Staff	X	X	X	X	UNDP	TRAC	Service Contract (71400)	160,000	375,500	
	Repair & Maintenance Vehicle		X	X	X	UNDP	TRAC	Repair and Maintenance Office equipment 73410	1,000	3,000	
5.2 Rental & Maintenance	POL		X	X	X	UNDP	TRAC	Repair and Maintenance Office equipment 73410	2,500	7,500	
	IT Equipment			X	X	UNDP	TRAC	BA007-IT& Co.	10,000	45,000	
5.3 Equipment & Furniture	Rent Office & Fit out cost			X	X	UNDP	TRAC	Rental & Maintenance Premises 73100	15,710	50,000	
5.4 Rent Building	Communications			X	X	UNDP	TRAC	Communications 72400	6,500	6,500	
	Stationery		X	X	X	UNDP	TRAC	Stationery & Office Supplies 72500	5,000	5,000	
5.5 Communication, Stationery & Office supplies	Office Supplies			X	X	UNDP	TRAC	Stationery & Office Supplies 72500	5,000	5,000	
	DSA			X	X	UNDP	TRAC	DSA 71600	12,000	40,000	
5.6 DSA & Trainings	Training & Workshops		X	X	X	UNDP	TRAC	Trainings 75700	10,000	10,000	
					X	UNDP	TRAC	Misc. Exp 74500	15,000	15,000	
5.7 Misc. Expenses											

¹ TRAC allocation for the first six months with current staff strength

² Total Project Management Cost for 2015

5.8 Printing	Printing cards, brochures, reports				X	UNDP	TRAC	Printing & Publications	5,000	5,000
Subtotal					X				201,210	567,500
ISS			X	X	X	UNDP	UNDP	ISS 74525		97,770
Total										665,270
Total Budget										3,461,770

• TRAC allocation for the whole year

II. MONITORING PLAN 2015

(Include all monitoring and evaluation activities/events)

Project ID: 70684 Project Title: Strengthening Participatory Federalism and Decentralization

Data Collection Plan								
Expected Results (Outcomes & Outputs)	Indicators	Baseline	Targets	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, 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
CPAP Outcome: Strengthened Decentralized Governance	Number of legislative reforms and capacity building initiatives implemented that facilitate implementation of the 18th Constitutional Amendment	18th Amendment passed in 2010 and provinces to pass necessary legislation and reorganization to complete the process	Capacity assessment and reorganization of selected provincial departments supported; Research and advocacy for administrative	1) Quarterly Progress Reports 2) Annual Progress Reports	Quarterly & Annual	M&R Officer & Project Officer	500	1) Security Situation in the country is feasible for implementation 2) Consensus amongst stakeholders 3) political will in implementation of 18 th amendment

Project Output 1: Secretariat of the Council of Common Interests (CCI) and Provincial Departments of Inter-Provincial Coordination are strengthened for effective management of shared responsibilities listed in Federal Legislative List II	Independent Secretariat of CCI is established & functional	0	1	1	1) Notification by gazette, 2) Consultation reports, 3) Scoping study, 4) QPR	1, 2, 3 Once quarterly 4 quarterly	M&R Officer & Project Officer	7000	1) Ministry of IPC is on board with project interventions 2) Lack of resource mobilization to meet the funding gap 3) Provincial disagreements lead to difficulties in arranging inter-provincial tours 4) Ministry of Human Rights is on-board with project interventions
	Improved capacity of federal & provincial IPC departments in managing post 18 th amendment transition management	Federal & Provincial Govts lack capacity to implement 18 th amendment	1	1	1) Training Feedback, 2) DMIS completion report, 3) Briefing papers, 4) Dialogue reports 5) QPR	1.2, 3, 4 Once quarterly 5 quarterly	M&R Officer & Project Officer		
	Improved coordination & awareness on 18 th amendment transition management	Lack of coordination amongst provinces for devolution process	1	1	1) Performance analysis report, 2) Consultation report 3) study report 4) institutional plan 5) QPR	1, 2, 3, 4 Once quarterly 5 quarterly	M&R Officer & Project Officer		
Project Output 2: Government of Balochistan & KP is technically equipped in developing legislative, institutional and policy	Enhanced capacity of Government of Balochistan & KP on decentralized	Balochistan government is still grappling with challenges of	2	2	1) 8 th NIFC figures 2) Sectoral Strategies 3)	1) 2) 3) 4) 5) 6) 7) 8) 9) Once 10)	M&R Officer & Project Officer	10,000	1) Security situation in Balochistan does not impact project

<p>frameworks on devolved subjects including health, education, and tax devolution through establishment of Chief Minister's Policy Reform Unit</p>	<p>governance</p>	<p>devolution management 2) Tracking and monitoring of policy decisions remains weak at all tiers of government 3) No Progress Report published on the current status of the implementation of 18th Amendment</p>	<p>0</p>	<p>2</p>	<p>Pre recommendations, 4) Report on amended drafted laws 5) Policy Briefs 6) Seminar Reports 7)attendance sheets 8) Study report 9) training feedback 10) QPR</p>	<p>Quarterly</p>	<p>M&R Officer & Project Officer</p>	<p>7000</p>	<p>interventions 2) Provincial Govt. committed towards 18th amendment transition management 3) Coalition Govt. in Balochistan remains in power and continues supporting CMPRU and reforms in devolved subjects</p>
<p>Project Output 3: Local governments in Balochistan, Khyber Pakhtunkhwa and Gilgit-Baltistan are enabled to incorporate and operationalize methodologies of participatory development planning, implementation and monitoring at lowest tiers of the governance</p>	<p>Participatory development planning, implementation & monitoring incorporated in LGs Enhanced capacity of LG department officials & councillors in managing their roles & responsibilities Improved Inter-Provincial Coordination</p>	<p>No LGs functional in provinces 0</p>	<p>1</p>	<p>2</p>	<p>1) Consultation Report Institutional Design Notification 4) strategy paper 1) training module training feedback QPR 1) Annual Report Operational plans 3) training feedback</p>	<p>1,2 Once 3) Quarterly</p>	<p>M&R Officer & Project Officer</p>	<p>7000</p>	<p>1) LG elections are held in KP 2) LG Departments are on-board with project interventions 3) Balochistan Govt is committed to LG reforms</p>
<p>Project Output 4: Civil society is informed and mobilized to integrate 18th Amendment</p>	<p>Enhanced capacity of media practitioners on decentralized</p>	<p>200 media practitioners trained</p>	<p>2</p>	<p>1</p>	<p>1) Training Feedback 2) Training Report</p>	<p>1.2 Once 3/4 quarterly</p>	<p>M&R Officer & Project Officer</p>	<p>10,000</p>	<p>1) Security hinders constitutional the Situation literacy</p>

<p>(federalism and decentralization) in their advocacy, research and development agenda at policy and community levels</p>	governance reporting	Lack of awareness amongst citizens & CSOs on federalism & decentralization	2	3) Progress report 4) OPR	1,2,3,4 Once	M&R Officer & Project Officer	<p>campaign</p> <p>2) M. Phil Scholars are unable to complete their research within the timeframe</p> <p>3) HEC is able to properly administer the fellowship fund</p> <p>4) Information commission are on-board with project interventions</p>
	Improved knowledge & awareness on federalism & decentralization	1) Research papers resource pack 2) Audio-visual on constitutional literacy 4) working papers seminar reports	2	1) Research papers resource pack 2) Audio-visual on constitutional literacy 4) working papers seminar reports	1,2	M&R Officer & Project Officer	
	Extent to which RTI is effectively operationalized	RTI has not been operationalized at federal & provincial levels	2	1) CIAF reports 2) consultation reports	1,2 Once	M&R Officer & Project Officer	

III. RECRUITMENT PLAN 2015

(Include all the recruitments envisaged by the project in AWP 2015 - including national and international staff positions that are vacant or newly created)

Project ID: 70684, Project Title: Strengthening Participatory Federalism and Decentralization

#	Post Title	National/ International	Level of Post	Proforma Cost per year (US\$)	Responsible party (UNDP/EAD/ IP/PMU etc)	Contract Modality (TA/FTA/SC/ NIMU/Govt)	Reporting to/ Supervisor	Duty Station	Contract Start Date	Contract End Date
1.										
2.										
3.										

IV. PROCUREMENT PLAN 2015

(Include all local and international procurements valued at or above \$ 2,500 envisaged in AWP 2015 – including goods, assets, services and works)

Project ID: 70684 Project Title: Strengthening Participatory Federalism and Decentralization

#	Description	Type (good, service, works)	Estimated Budget (\$)	Responsible party (UNDP/EAD/IP/PMU etc)	Invitation Type (EFP, RFA, ITB, etc)	Announcement Target Date	Evaluation Target Date	Committee Review (CAP, RACP, etc)	Committee Review Target Date	Contract Start Date	Contract End Date	Responsible project staff
1	IT equipment – provincial LG department (Balochistan)	Goods	15,000	PMU	ITB	1 st week March 2015	4 th week of March 2015	April/May 2015	May	May	July	Operations Manager/ Admin & Fin
2	IT and other equipment for IPC – Balochistan and KPK	Goods	20,000	PMU	ITB	1 st week March 2015	4 th week of March 2015	April/May 2015	May	May	July	Operations Manager/ Admin & Fin
3	Provincial IPC departments connected with MIS at federal level (Balochistan & KPK)	Services	60,000	PMU	RFP	1 st week April 2015	4 th week of June 15	1 st week of July	2 nd week July 2015	End July 15	Dec 2015	Operations Manager/ Admin & Fin
4	15 Master trainers trained on conducting trainings at NIM	Services	20,000	PMU	RFP	1 st week April 2015	4 th week of June 15	1 st week of July	2 nd week July 2015	End July 15	Dec 2015	Operations Manager/ Admin & Fin
5	Comprehensive report on 5 years of 18 th Amendment	Services	50,000	PMU	RFP/IC	April 15	4 th week April 15	1 st week May	2 nd week of May	May 15	Dec 15	Operations Manager/ Admin & Fin
6	Drafting/amending law (health and environment)	Services	40,000	PMU	RFP/IC	April 15	4 th week April 15	1 st week May	2 nd week of May	May 15	Dec 15	Operations Manager/ Admin & Fin
7	Policy Advocacy through consultations dialogue for operationalization of drafted law	Services	40,000	PMU	RFP/IC	April 15	4 th week April 15	1 st week May	2 nd week of May	May 15	Dec 15	Operations Manager/ Admin & Fin
8	Policy briefs on women development and human rights published	Services	25,000	PMU	RFP/IC	1 st week July 15	4 th week July 15	1 st week August	2 nd week August	Aug 15	Dec 15	Operations Manager/ Admin & Fin
9	Scoping study for identifying	Services	20,000	PMU	RFP/IC	1 st week	4 th week	1 st week	2 nd week	July 15	Dec 15	Operations

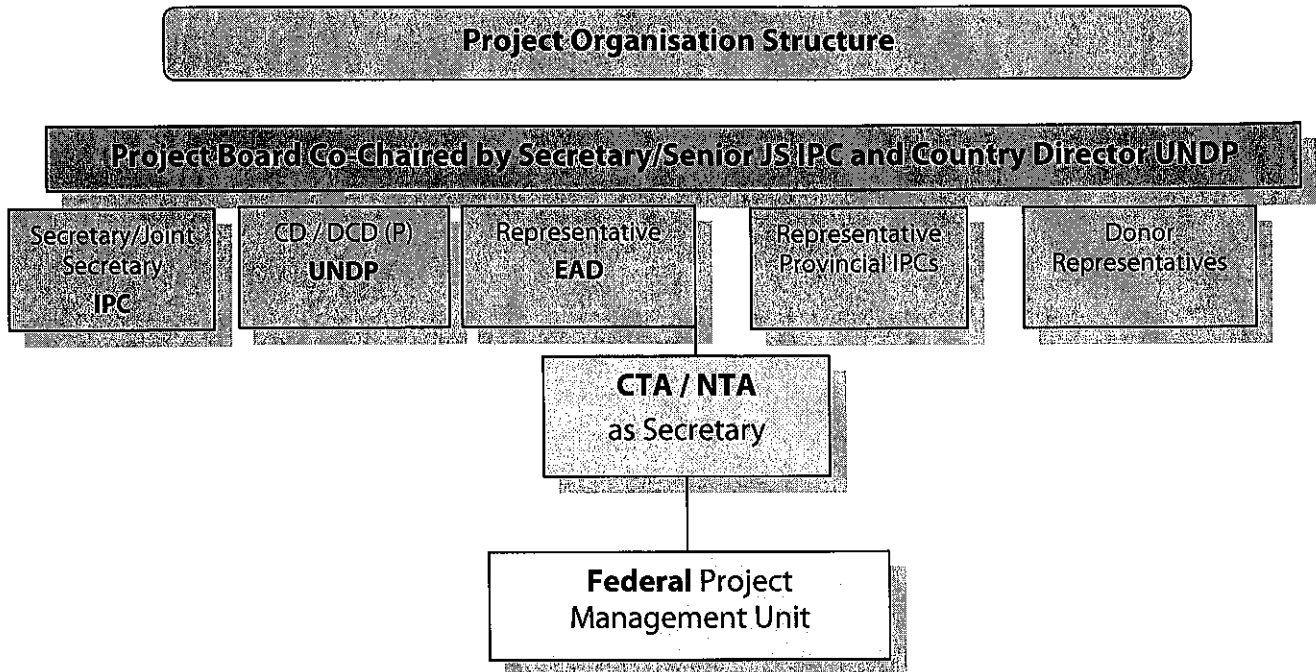
	gaps and challenges on documentation and reporting on international protocols								July 15			Manager/ Admin & Fin		
10	Establishment of MIS dashboard for CM	Services	15,000	PMU	RFP/IC	1 st week of June	June 15	2 nd week of June	July	4 th week of June	July 15	1 st week of July	Dec 15	Operations Manager/ Admin & Fin
11	Provide technical support to Balochistan in amending LG law/rules	Services	25,000	PMU	RFP/IC	1 st week of June	June 15	2 nd week of June	July	4 th week of June	July 15	1 st week of July	Dec 15	Operations Manager/ Admin & Fin
12	Interprovincial forum is conducted for knowledge and experience sharing	Services	40,000	PMU	RFP/IC	1 st week of June	June 15	2 nd week of June	July	4 th week of June	July 15	1 st week of July	Dec 15	Operations Manager/ Admin & Fin
13	Seminars/workshops conducted on operationalization of article 172(3) extractives	Services	40,000	PMU	RFP/IC	1 st week of June	June 15	2 nd week of June	July	4 th week of June	July 15	1 st week of July	Dec 15	Operations Manager/ Admin & Fin
14	Provide technical support to improve information request handling (Punjab & KP)	Services	30,000	PMU	RFP/IC	1 st week of June	June 15	2 nd week of June	July	4 th week of June	July 15	1 st week of July	Dec 15	Operations Manager/ Admin & Fin

V. MANAGEMENT ARRANGEMENTS

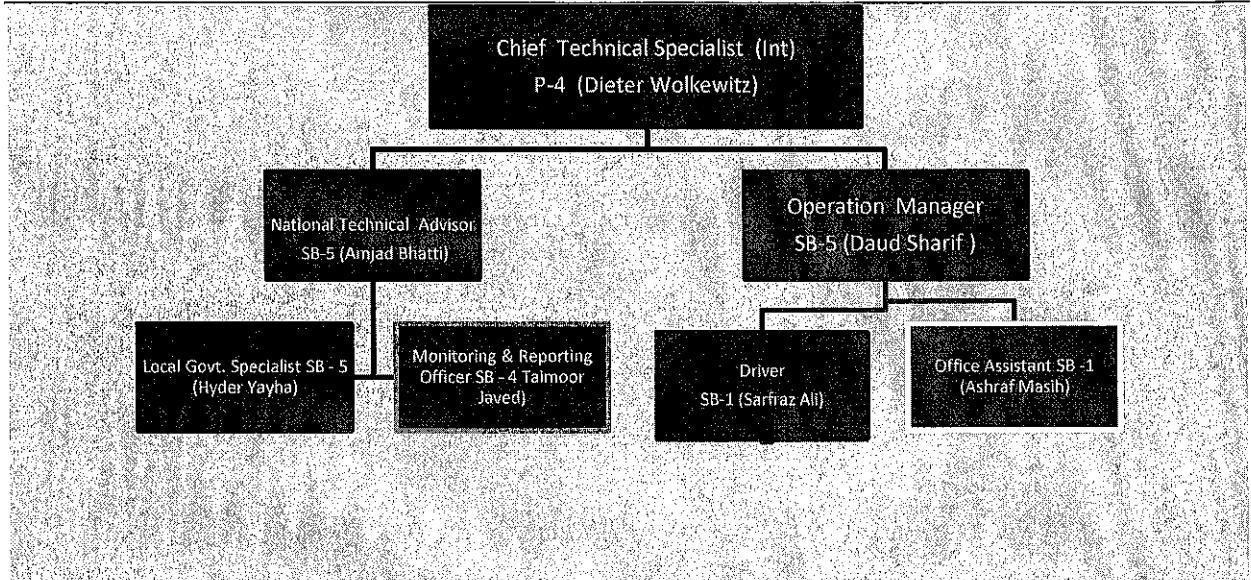
Explain the roles and responsibilities of the parties involved in managing the project.

Please refer to the *Project Document – Deliverable Description* to complete this component of the template.

Use the diagram below for the composition of the Project Board.



Project Organogram



VI. PLANNING, MONITORING AND REPORTING

The project will follow the following planning, monitoring and reporting cycle during the year. As necessary, add the target dates monitoring visits, spot checks, evaluations and other missions by donors or other stakeholders.

Timeline /Target Date	Activity	Primary Responsibility
1 November 2014	Prepare draft Annual Work Plan 2015 and budget and present at UNDP annual retreat on 17,18 November 2014	Project Manager
11 November 2014	Review of AWP for Quality assurance, alignment with CPAP and UNDP priorities, results orientation and resource availability	ACD UNDP and Program Officer
30 November 2014	Organise Project Steering Committee to: a) Review of project contribution to results and financial delivery 2014; b) Review and endorsement of AWP 2014	Project Director/ Project Manager
6 December 2014	Submit signed AWP and, where applicable in NIM projects, Letter of Service, to UNDP for final review and signature by UNDP	Project Director/ Project Manager
6 December 2014	Submit draft Annual Progress Report 2014, including project contribution to outcomes, outputs, activities and financial delivery and lessons-learnt, to UNDP	Project Director/ Project Manager
13 December 2014	Approval of AWP and LOS by UNDPs	ACD UNDP and Program Officer
31 December 2014	Review and provide feedback on the project APR to NPM	ACD UNDP and Program Officer
31 January 2015	Submit final Annual Progress Report 2014 to UNDP	Project Director/ Project Manager
28 February 2015	Annual audit of the project	SMU-UNDP
30 April 2015 31 July 2015 31 October 2015	Quarterly Progress Reports, including: a) Report on project progress and financial delivery b) Update of Issue Log in Atlas (tracking and resolution of potential problems or requests for change) c) Update of Risk Log (Reviewing of external environment that may affect project implementation)	Project Manager
15 July 2015	Organise Project Steering Committee (Mid-year review of project progress and, if needed, revision of the AWP)	Project Director/ Project Manager
30 November 2015	Organise Project Steering Committee to: c) Review of project contribution to results and financial delivery 2015; d) Review and endorsement of AWP 2016	Project Director/ Project Manager

VII. LEGAL CONTEXT

This document together with the CPAP signed by the Government and UNDP which is incorporated by reference, constitute together the instrument envisaged and defined in the Supplemental Provisions to the Project attached hereto and forming an integral part hereof, as "the Project Document"

Alternative A [where the Implementing Partner is a government agency (NIM) or an NGO/IGO]

Consistent with the above Supplemental Provisions, the responsibility for the safety and security of the Implementing Partner and its personnel and property, and of UNDP's property in the Implementing Partner's custody, rests with the Implementing Partner. To this end, the Implementing Partner shall:

- a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
- b) assume all risks and liabilities related to the Implementing Partner's security, and the full implementation of the security plan.

UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of the Implementing Partner's obligations under this Project Document [and the Project Cooperation Agreement between UNDP and the Implementing Partner]³.

The Implementing Partner agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via http://www.un.org/sc/committees/1267/ag_sanctions_list.shtml. This provision must be included in all sub-contracts or sub-agreements entered into under/further to this Project Document.

ANNEXES

- | | |
|----------|--|
| Annex 1: | Risk log matrix (An assessment of risks that may affect the project implementation and achievement of results) |
| Annex 2: | Letter of Service signed between UNDP and the Implementing Partner where UNDP Country Office will provide Implementation Support Services to a NIM project |
| Annex 3: | Results of capacity assessments of Implementing Partner (including HACT Micro Assessment) |
| Annex 4: | Cost sharing agreements signed with donors/government (if any) |

³ Use bracketed text only when IP is an NGO/IGO

- Annex 5: Project cooperation agreement signed with NGOs (if any)
- Annex 6: Agreements between the Implementing Partner and Responsible Parties (Government entities, NGOs, etc)
- Annex 7: Terms of Reference for key project personnel should be developed and attached

OFFLINE RISK LOG

(see *Deliverable Description* for the Risk Log regarding its purpose and use)

Annex 1

Project Title: Strengthening Participatory Federalism & Decentralization		Award ID: 00070684		Date: Nov 2014					
#	Description	Date identified	Type	Impact & Probability	Countermeasures / Management response	Owner	Submitted, updated by	Last Update	Status
1	Security threat against international organization employees	Nov 2014	Environmental -Security/Safety Operational -Safety compromised Political -Armed conflict and instability	P = 4 I = 5	UNDSS will be involved for security SOPs and arrangement for project office and staff.	CTA		Nov 2014	
2	Movement of project staff is restricted due to UN Security regulations and protocols	Nov 2014	Environmental -Security/Safety Operational -Safety being compromised Political -Armed conflict and instability	P = 3 I = 5	UNDSS will be involved for security SOPs and arrangement for project office and staff.	UNDSS		Nov 2014	
3	Lack of cooperation from political and bureaucratic leadership	Nov 2014	Political -Political will Operational -Project delivery is	P = 3 I = 5	Project team will constantly engage with political bureaucratic leadership to keep them on board with project activities	PMU		Nov 2014	

4	Lack of political capital for implementation of 18 th amendment at provincial levels due to disconnect between top, middle and lower tiers of political leadership within political parties	Nov 2014	Political -Political will	P = 3 I = 4	Informal stakeholder forums with participation of different echelons of political parties will be undertaken to deepen understanding and implications of 18 th amendment, and highlight challenges in implementation	PMU	Nov 2014	
5	Continued low interest and understanding of impact of 18 th amendment among media, civil society, and academia	Nov 2014	Strategic -Partnerships fail to deliver	P = 1 I = 3	Mobilizing public opinion through engagement of civil society, media and academia is one of the key focuses of the project.	PMU	Nov 2014	
6	Resistance in federal bureaucracy to transfer of human resource, functions and assets to provinces including AJK, FATA & GB	Nov 2014	Environmental	P = 4 I = 5	Political leadership is already cognizant of this challenge and the project will contribute to strengthening fiscal federalism in Pakistan through its activities.	N/A	Nov 2014	
7	Issues of fiscal federalism (over natural resources, electricity, transfer of revenues/taxes/assets) swamp political and bureaucratic leadership, creating conflict between provinces including AJK, FATA & GB or between federation and provinces	Nov 2014	Political -Political instability Operational -Project delivery is compromised	P = 4 I = 4	Project will strengthen federal and provincial information exchanges, coordination and communication in key government counterpart departments including CCI secretariat and IPC as well as hold dialogue	N/A	Nov 2014	

	including AJK, FATA & GB, and implementation of 18 th amendment					forums to share international experiences on resolving issues around fiscal federalism which will help to mitigate these issues to a certain extent.				
8	Advocacy efforts for devolution of power to local governments and local elections does not gain traction	Nov 2014	Regulatory: -Critical policies or legislation fails to pass or progress in the legislative process	P = 3 I = 3		Project focuses on capacity building of both mandate and duty bearers to strengthen local governance and local social service delivery.	PMU		Nov 2014	
9	Lack of capacity (human resource, technical) in counterpart government departments	Nov 2014	Strategic: -Partnerships fail to deliver Organizational -Project delivery will suffer	P = 4 I = 4		Project will provide technical assistance to support counterpart government departments to address technical gaps.	N/A		Nov 2014	
10	Attempts by federal government to re-take charge of devolved subjects and establish new ministries	Nov 2014	Political -Lack of government commitment	P = 3 I = 4		Engagement of political leadership at federal and provincial will strengthen their oversight of the devolution process.	N/A		Nov 2014	