

Atlas Award ID:
Atlas Project ID:
Project/Programme Title:
UNDAF Outcome:
Applicable Key Result Area (from 2018-2021 Strategic Plan):
CPD Outcome:
CPD Output(s):

Expected Outputs	Planned Activities				Timeframe			Responsible Party	Funding Source	Planned Budget	
	List activity results and associated actions	Q1	Q2	Q3	Q4	Budget Description	Amount (USD)				
<p>And baseline, associated indicators and annual targets</p> <p>Output 1: MLGRD and MOFED strengthened to Harmonize existing policies on decentralization and rural development Baseline: Draft National LED policy and Action Plan in place, Validated rural development policy exists, LGA 04 exists, Comprehensive Local Government Performance Assessment Systems tool exists Indicator: # of policy and strategic documents harmonized for the attention of Cabinet, LGA 04 in place yes/no, CLOGPASS monitoring tool in place, yes/no Target: a. 2 policy and strategic documents harmonized for the attention of Cabinet b) a revised LGA 04. c) A reviewed CLOGPASS for effective monitoring of LCs.</p>	<p>Activity Result 1: Draft National policies relating to decentralization harmonized Action 1.1. Hire a national consultant to harmonize all related decentralization policies (LED, Rural Development) for the attention of Cabinet Action 1.2. Print 300 copies of harmonized policies and roll it out at local level -4 regional meetings Support the LGA drafting institutions to finalize the drafting of a revised LGA 04 Printing and roll out of the simplified version of the revised LGA Review of the Comprehensive Local Government Performance Assessment Systems (CLOGPASS) to enhance effective monitoring Action 1.4. Design and develop electronic records management systems to enhance information management systems across MLGRD Action 1.5 Hire a Chiefdom governance consultant to support MLGRD, provide logistics-computers and accessories, office furniture etc</p>		X	X			UNDP, MLGRD, MOFED, LOCASL	UNDP	71300 Local Consultant	20,000	
		X	X				MLGRD, UNDP, LOCASL	UNDP	74200-Audio Visual& Printing, 757000 workshop	10,000	
			X				MLGRD/Dec-Sec,	UNDP		15,000	
				X			MLGRD/Dec-Sec,	UNDP	74200 Audio visual printing	28,556	
			X				MLGRD/Dec-Sec,	UNDP	71300 Local Consultant	25,000	
		X					MLGRD/ UNDP	UNDP	71300-Local Consultant	30,000	
			X				UNDP, MLGRD	UNDP	71300- Local Consultant	30,000	

Sub total of Output 1 158,556

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Expected Outputs	Planned Activities	Timeframe				Responsible Party	Funding Source	Planned Budget	
		Q1	Q2	Q3	Q4			Budget Description	Amount (USD)
<p>And baseline, associated indicators and annual targets</p> <p>Output 2: Effectiveness of the property tax and management systems enhanced in the 19 local councils Baseline: Fiscal decentralization policy and strategy not in place, 19 local councils with property cadaster systems in place,</p> <p>Indicators: a) # of LCs with harmonized property tax system b) Number of Valuation committees and Valuation officers trained in using the harmonized system, Number of people trained in policy yes/no,</p> <p>Target: a) support 4 local councils to harmonize their property tax systems b) Train 19 committees of local councils and 19 Valuation officers to use the harmonized system</p>	<p>List activity results and associated actions</p> <p>Activity Result 2: An institutionalized and harmonized tax property cadaster systems in all 23 local councils</p> <p>Action 2.1 Support MoFED to develop a fiscal decentralization policy and strategy</p> <p>Action 2.2. Support MoFED and LCs to reconstitute/ establish valuation committees in local councils and provide training on how to determine policy variables in property tax</p> <p>Action 2.3. Provide training for valuation officers on the harmonized property cadastre systems</p>								
		X				UNDP			35,000
		X	X			MLGRD, MoFED		757000 - Workshop, 72500 - Supplies	25,000 15,000
		X	X	X		MLGRD, MoFED		71300 - Local consultant	30,000
Sub total of Output 2									
									105,000
<p>Output 3: Local economies improved and micro and small enterprises (MSEs) capacities in target local councils strengthened through economic dialogue to contribute to Agri-businesses and agricultural value chain development. Baseline: a) Data on 25 SMEs with improved capacity with financial support and business opportunities</p> <p>Indicators: a) # of SMEs with improved capacity in agri-businesses and agricultural value chain development and other related businesses to enhance livelihoods</p> <p>Target a) 50 SMEs capacitated in agricultural value chain process and agri-businesses. 50 SMEs provided with grants to engage in value chain development and agri-businesses.</p>	<p>Activity Result 3. Capacity development and financial support for 50 SMEs engaged in agri-businesses and agricultural value chain development enhanced</p> <p>Action 3.1. Engage local entrepreneurs, clusters of businesses and local business associations in economic dialogue to explore and unlock business opportunities, access to market and market information, financial services</p> <p>Action 3.2. Support 50 SMEs to engage in economic diversification through agri-businesses and agricultural value chain development -storage and preservation (trainings, mentoring, grants, etc.)</p>								
		X				UNDP		71300 - Local consultant	5,000
		X	X			MLGRD		75700 - Workshop	30,000
		X	X	X		MTI, LCs		72600 - Grants	150,000
Sub-Total 3									
									185,000
<p>Programme Management Costs for effective project management.</p>	<p>Staff assessment and salaries/national staff</p> <p>Procurement of office equipment & materials</p> <p>Project team field visits</p>								
		X	X	X		UNDP		61100 - National staff (FTA)	23,444
		X	X	X		UNDP		71400 - National staff (SC)	49,000
		X	X	X		UNDP		72200 - Equipment	5,000
		X	X	X		UNDP		72500 - Supplies	5,000
		X	X	X		UNDP		71600 - Travel	15,000

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Expected Outcomes And baseline, associated indicators and annual targets	Planned Activities List activity results and associated actions	Timeframe				Responsible Party	Funding Source	Planned Budget	
		Q1	Q2	Q3	Q4			Budget Description	Amount (USD)
	Common Premises	x	x	x	x	UNDP	73100 - Common premises		10,000
	Security	x	x	x	x	UNDP	74300 - Contribution		1,040
	UN Joint medical service cost	x	x	x	x	UNDP			1,100
	Programme Budget -UNDP						Sub total of Output 4		109,584
	Communication, media, visibility (1%)	x	x	x	x	UNDP	64399 - Direct project costs		5,581
	Monitoring and Evaluation (2%)	x	x	x	x	UNDP	74598 - Direct project cost		11,163
	Direct Costs Project (4.6%)	x	x	x	x	UNDP	64399 - Direct project costs		25,116
	Total UNDP								600,000.50

Total 2017 Project Budget 600,000.50

This Annual Work Plan (AWP) is based on Results Management Guidelines (RMG) of UNDP. Once signed by UNDP and the Implementing Partner, the plan authorizes the responsible parties and project management to manage available resources and achieve set results.

Maryam Sheriff

Minister
Ministry of Local Government and Rural Development, Government of Sierra Leone
Date:



[Signature]

Country Director
UNDP Sierra Leone
Date: 21-12-17

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