

United Nations Development Programme

Budget A



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UNDAF Outcome	Capacity of democratic institutions strengthened to enable good governance
CPD Outcome	Capacity of democratic institutions strengthened to enable good governance
Expected Output(s)/Annual Targets: (CPD outputs linked to the above CPD outcome)	Output 1: Policy, Strategic Planning and Communication of the Parliamentary service strengthened to enable Parliament to pursue its mandated functions. Output 2: Women Members/Advocacy group leads in gender policy issues and advocates for disability rights in Parliament.
Implementing Partners	UNDP
Responsible Parties	Parliament of Sierra Leone

Brief Description

The Fourth Parliament of the Second Republic of Sierra Leone comes to an end in December 2017. With limited resources, UNDP has supported in putting in place a Parliamentary service which has been rendering support towards the running of the House, Legislative business and the Parliamentary Committees. In this critical year, UNDP would support Parliament to document its achievements and challenges, an exercise never previously undertaken as Parliament did not have the wherewithal to undertake it. Now, with a Parliament service distinct from the public service with nearly 45 professional staff put in place with UNDP support this task would be undertaken and owned by Parliament.

In 2017, in addition to the technical advisory services the project would support in further structuring the Parliamentary Budget Office through South-South collaborative work. As per the request from Parliament, two officials from the Parliament of Uganda would be supported to engage with the Parliament of Sierra Leone. Also in line would be the necessary technical inputs to build database and inter linkages with other relevant institutions for information and knowledge sharing. Further, this year, being a campaign year, Parliamentarians would get trained on conflict prevention and as peace builders so that they become better equipped to handle issues in their communities.

Communicating on key development issues and challenges by Parliament is a very important aspect both in terms of its representational nature as well from a governance perspective. Therefore, UNDP would support the efforts to set up a Parliamentary Committee on SDGs for a beginning which would lead on promoting SDGs in Parliament and also at different fora.

Reaching out to people regarding the work of Parliament is critical in promoting the right perspective on democratic governance and parliamentary development in the country. To promote the same, legislative outreach to senior school children would be undertaken with a larger goal to inculcate the civic responsibilities and understanding of governance processes.

The parliamentary service is a new structure which has come about in the last couple of years with support from UNDP. A well-coordinated and integrated management system for human resource management, finance and ICT with clear roles for internal audit mechanisms would be immensely beneficial. In order to encourage and promote the design, development and adoption of such a strategy, selected key staff of the concerned departments would be supported for an exposure visit to a South Parliament and to report and to recommend on the way forward. The Performance management and Service delivery Directorate in the Office of the Chief of Staff will also provide training on Performance Management system and performance contracting in Parliament.

Gender has always been a key area of support. The Action Group on Women Against Violence and the Committee on Social Welfare

will be supported in its efforts to mainstream gender in the work of Parliament and to dialogue and advocate for the affirmative action for women in Parliament. As part of its work, Committee of Social welfare will be supported on disability issues.

Further, UNDP would support Parliament in a small way to have its first international parliamentary conference, namely, the ACP-EU West Africa Region in Freetown. This would help in showcasing the work of Parliament and its achievements. This would be in addition to its small support to ensuring participation of Parliament in selected IPU and CPA activities.

<p>Programme Period: January- December 2017 Strategic Plan result area: Democratic Governance Project Title: Support to Parliament Award ID:00049275 Project ID: 00059963 PAC Meeting Date: 20 December 2016 Management arrangements: Project Board headed by Clerk of Parliament with participation of stakeholders, PACO and UNDP.</p>	<p style="text-align: right;">A</p> <p>Total resource required: USD 350,000 Total allocated resources: USD 350,000 Regular (TRAC):USD 350,000</p>
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Annual Work Plan (AWP) for 2017: Support to Parliament

Atlas Award ID: 00049275

Atlas Project ID: 00059963

Project/Programme Title: Support to Parliament

UNDAF Outcome: Capacity of democratic institutions strengthened to enable good governance

Applicable Key Result Area (from 2014-17 Strategic Plan):

CPD Outcome: Capacity of democratic institutions strengthened to enable good governance

CPD Output(s): Parliament is enabled to undertake its mandated functions including legislation, oversight outreach activities and donor coordination

Expected Outputs <i>And baseline, associated indicators and annual targets</i>	Planned Activities				Timeframe		Responsible Party	Planned Budget	
	Q1	Q2	Q3	Q4	Funding Source	Budget Description		Amount (USD)	
<p>Output 1: Policy, Strategic Planning and Communication of the Parliament Service strengthened to enable Parliament to pursue its mandated functions.</p> <p>Baseline: 1.2.: Parliament benefited from Peer learning visits to the Parliament of Ghana & Uganda to understand the PBO in 2016. Reports prepared on the visits with recommendations. PBO is now placed as an office in the Parliamentary service however no work has begun. Indicators: (i)No. of Staff and concerned Committee members technically supported on PBO design and functioning; ii)A brief with clear recommendations and timelines for PBO developed. Targets: Parliament Budget Office staff and key MPs get briefed on the timelines and the work of PBO; Database on selected economic parameters created for improving the technical work of the PBO.</p> <p>Baseline: 1.3.1: Only basic level of legislative documentation exists in Parliament. No analysis ever of legislative work or other committee work from an overall parliamentary perspective. Indicators: Legislative and other work done in this 4th Parliament, compiled and presented; Achievements and challenges recorded. Target: A Legacy document listing the work of the 4th Parliament designed & validated.</p> <p>Baseline:1.4.2: MPs in the current Parliament have not received training in conflict prevention & peacebuilding; Indicator: Concept Note prepared and agreed by Parliament; No. of Workshops held and no. of MPs attended; Target: MPs have basic skills in conflict prevention & peacebuilding which equips them to handle issues at the community level.</p> <p>Baseline:1.5.1: Only one workshop held on SDGs in</p>	X	X	X	X	TRAC	60000 - TA/Consultancy	220,556		
<p>1. Activity Result: Dedicated technical advice, support and consultation on parliamentary functioning, procedures, management, design of programmes and international parliamentary cooperation.</p> <p>Action 1.1.1 Technical Advisory support</p>	X	X	X	X	UNDP	TRAC	220,556		
<p>2. Activity Result: Parliamentary Budget Office (PBO) & the 3 Finance Committees at Parliament benefit from specialized technical support from an African Parliament on financial oversight & the management of the Budget Unit.</p> <p>Action 1.2.1: South-South collaboration promoted with specialised training conducted by key PBO staff from a South Parliament; Knowledge sharing on the management of a PBO and related issues through</p> <p>Action 1.2.2 : Two national consultants hired (economists) for developing essential data on economic issues from a research perspective</p>	X	X	X	X	UNDP /PoSL	TRAC 71600 Travel 75700 - Workshops 72500 - Stationary	7,800 12,000		
<p>Action1.2.3: Reports and data generated & PBO linked to other stakeholders.</p>	X	X	X	X	TRAC	75700 Workshop 74200-printing, etc.	3,500		
<p>3. Activity result: Legacy/achievements/challenges of the current Parliament documented</p>	X	X	X	X	TRAC	75700 - Workshop	26,000		
<p>Action 1.3.1: Concept Note on condensing the legacy of the Fourth Parliament prepared & shared/validated</p> <p>Action 1.3.2: Communications Department & Legislative Department supported to plan and record the highlights</p>	X	X	X	X	TRAC	75700 - Workshop	26,000		

Expected Outputs	Planned Activities	Timeframe				Responsible Party	Planned Budget	
		Q1	Q2	Q3	Q4		Funding Source	Budget Description
And baseline, associated indicators and annual targets								
Parliament: No parliamentary Committee on SDGs exist. Indicators: No. of Workshops on SDGs held; TOR for the SDG Committee designed. Target: Parliamentary Committee on SDGs created and begins work.	Action 1.3.3: Draft document with key information prepared, shared, validated, printed and distributed	X	X	X	X	TRAC	75700-Workshop 74200-printing	
Baseline 1.5.2: Just 3 schools benefitted from engagement with students on legislative role Parliament in 2016. Indicators: No. of Outreach visits made to schools; No. of children participated; Target: At least 1 outreach visits to School outside of Freetown made.	4. Activity Result: MPs trained on conflict prevention & on their role as peace builders in the community							
Baseline 1.6.1: Parliament has not been exposed to the Performance Management system as operating in the public service. Indicators: No. of Workshops held; No. of MPs and Staff briefed on Performance management system, performance contracts, etc.; Target: Parliament is more aware of the Performance Management and service delivery system as operating in the public service and questions the MDAs on it during appropriation process & oversight.	Action 1.4.1: Concept Note developed/workshop conducted and materials shared	X				UNDP	75700-Workshops	3,000
Baseline 1.6.2: A coordinated organization management process is yet to be put in place in the parliamentary service. Indicators: At least 5 key staff from Departments of Human Resources, ICT, Finance and Audit in the Parliamentary Service are exposed to a South Parliament on developing an integrated approach; A report with clear recommendations made; Target: An integrated organizational management system proposed and approved for application.	Action 1.4.2: Training workshops/e-training with support from ICT on relevant topics held for MPs	X	X	X	X	TRAC		
Baseline 1.7.2: Three partners supporting Parliament through PACO; Indicator: Develops a pro-doc for Parliament; Target: 4 partners support Parliament through PACO.	5. Activity Result: Communication & reach of Parliament improved particularly on SDGs							
Baseline 1.7.3: No international parliamentary conference held in Freetown. Indicator: ACP-EU regional Conference held at Freetown; Target: UNDP supports/participates in the event showcasing the PoSL.	Action 1.5.1: Workshops held on SDGs for MPs and Staff & to advocate for a Parliamentary Committee on SDGs	X	X	X	X	UNDP/ other agencies	75700-Workshops	3,000
	Action 1.5.2: Legislative Outreach of Parliament to Schools held	X	X	X	X	UNDP	75700-Outreach sessions 71600-Travel	8,000
	6. Activity Result: Staff and MPs trained on Performance Management system, performance contracts in parliamentary oversight, monitoring and evaluation & Staff capacitated on specific departmental tasks							
	Action 1.6.1: Performance Management & Service Delivery Directorate conducts training/workshop for MPs and Staff	X	X	X	X	PoSL, Office of Chief of PACO,	75700-Workshops	4,000
	Action 1.6.2: Human Resources team, ICT and the Audit unit get exposed to improved organizational management systems	X	X	X	X	TRAC	71600-Travel 75700- Information sharing sessions	15,000
	7. Activity result: PACO coordinates & manages Development partner support for Parliament in a transparent & effective manner							
	Action 1.7.1: PACO supported	X	X	X	X	TRAC	72400 - Communication 72500 - Stationary	2,000
	Action 1.7.2: PACO supported on resource mobilization					UNDP/ PoSL	75700-Meetings	500
	Action 1.7.3: PACO coordinates participation of Parliament in international parliamentary events such as ACP EU, CPA, IPU, etc. & regional parliamentary exchange visits.	X	X	X	X	TRAC	75700-Conference support in-country 71600 - Travel	11,196

Expected Outputs	Planned Activities	Timeframe				Responsible Party	Planned Budget		
		Q1	Q2	Q3	Q4		Funding Source	Budget Description	Amount (USD)
And baseline, associated indicators and annual targets Sub total of Output 1 Output 2: Women Members in Parliament supported to promote gender agenda Baseline: Committee on Social Welfare for the first time did advocacy on preventing teenage pregnancy in the wake of ebola and laid report on the Table of the House in 2015 & MP's Advocacy group on Women against violence formed in 2016; No work done on disability issues by Parliament. Indicators: No. of dialogue sessions held on gender mainstreaming in parliamentary work; No. of dialogue sessions by the Committee on disability issues.; Target: Women MPs and supporters alongwith Committee on Social Welfare proposes options on increasing women representation in Parliament; Committee on Social Welfare raises matters on disability issues in Parliament and makes recommendations.	2.1. Activity Result : Women Members/advocacy group leads in gender policy issues and advocates for disability rights in Parliament Action2.1.1: Committee on Social welfare supported on gender related and disability issues/Advocacy group supported on gender related issues	X	X	X	X	UNDP, UN Women, etc./ PoSL	TRAC	75700 Workshop 71600 - Travel	4,000
Sub total of Output 2		X	X	X	X	UNDP	TRAC	73100 - Rent	4,000
Project Management Cost (PMC)								6100, 71400 - Salaries	17,264
								72400-Communication	6,164
								72100-Contractual Service	1,340
								72500-Supplies	2,680
Sub total of PMC		X	X	X	X	UNDP	TRAC		29,448
Grand total									350,000

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 to achieve set results.


 Hon. Ibrahim Sesay
 Clerk of Parliament
 Parliament of Sierra Leone
 Signature & Date


 Samuel Doe
 Country Director
 UNDP Sierra Leone
 Signature & Date