

UNDP Sierra Leone AWP Clearance Checklist



Empowered Lives
Resilient Nations

Cluster Name : **Inclusive Growth**

Project ID : **00104715** Title: **Building A Resilient Community Health System to Prevent Infectious Diseases In Post- Ebola Sierra Leone**

A. Format and General Issues:

01	Submitted AWP has been prepared in Standard Prescribed Format	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
02	Project Title, Atlas Award & Project IDs are correctly mentioned/quoted	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
03	AWP Planning Workshop/consultation conducted	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
04	Annual/quarterly Project Board Meeting conducted	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
05	Minutes of the Project Board meeting attached	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
06	AWP discussed and agreed with the Implementing Partner	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
07	AWP endorsed/agreed by the Project Board/Steering Committee, if applicable	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
08	Annual HR and Procurement Plans developed and attached with the AWP	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
09	Multiyear Resource/Budget Matrix attached with the AWP	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
10	Designation of signatory for FACE form has been made – if a NIM project	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

B. Results Related Issues:

01	The AWP reflects overall priorities (National, UN and UNDP)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
02	Outputs and activities are aligned to the UNDAF, CPD and project document	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
03	A one page summary of intended/achievable results is attached	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
04	M&E plan attached and adequately budgeted in the AWP	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
05	Lessons learned have been incorporated in the AWP, as per the last APR minutes	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
06	Baseline, Target and Deliverables have been mentioned properly	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
07	Articulation of results of the AWP has followed the SMART and RBM guidelines	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

C. Resources Related Issues:

01	Total proposed budget for the AWP does not exceed approved total project budget.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
02	The AWP budget is within the scope of the funds availability/commitment.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
03	CS Agreement available for the Proposed Non-Core Resources.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
04	Appropriate provisions for GMS have been made at the Atlas Activity level.	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
05	Atlas Codes (Donor, Account, Fund etc.) are consistently/properly used	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
06	The summary page reflects the resources	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
07	Provision of resources has been made for each of the planned activities/actions	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
08	The Budget comply with the spirit of Results Based Budgeting (RBB)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

D. Remarks/Comments/Justification for Returning to Cluster:

AWP Clearance Checklist prepared by

Tuzlyn Bayoh
Tuzlyn Bayoh

Programme Manager/CTA/Project Office

Date: 31/05/2017

AWP and Checklist Reviewed and Cleared by

Sandra Ve Palmer

Sandra Ve Palmer
Team Leader/Deputy Team Leader

Date: 31/05/17

Recommended for Approval by:

Imene Atanda

Imene Atanda

PMSU

Date: 31/05/2017

Annual Work Plan (AWP) for 2017/18
Building A Resilient Community Health System (BRCH)



Prevention First
Resilient Communities

Project/Programme Title:		Building A Resilient Community Health System to Prevent Infectious Diseases in Post-Ebola Sierra Leone												
Atlas Award ID: 00095444														
Atlas Project ID: 00104715														
UNDAF Outcome:		By 2018, communities should have improved and equitable use of safe drinking water, sanitation and hygiene practices. Low income and food insecure households should have improved access to sustainable income generating opportunities (on-farm and off-farm) By 2018, 20% of extremely poor households should have access to social safety nets.												
Applicable Key Result Area (from 2014-17 Strategic Plan):		Component 3: Livelihood and Enterprise Recovery Support Component 4: Health Systems Strengthening												
CPD Outcome:		Growth and development are inclusive and sustainable, incorporating productive capacities that create employment and livelihood for the poor and excluded.												
CPD Output:		N/A												
And baseline, associated indicators and annual targets	Expected Outputs	Planned Activities	Timeframe						Responsible Party	Funding Source	Budget Description	Planned Budget		Total Amount (USD)
			2017	2018	2019	2020	2021	2022				Budget 2017 (USD)	Budget 2018 (USD)	
Output 1														
Capacities of communities for health governance are strengthened														
Baseline:														
a) 100 community structures (PHU/MCHP) assessed in 2016														
b) 100 health/development committees capacity strengthened														
c) 100 health plans developed in 2016 by 100 VDCs														
d) No community based health infrastructural monitoring team exists														
Indicators:														
a) # of existing community structures and PHU/MCHP assessed														
b) # of health development committees capacity strengthened														
c) # of health infrastructure development plans developed by local authorities through participatory processes														
d) # of community based health infrastructural monitoring teams														
Targets:														
a) 12 additional community structures and health facility supported.														
b) Capacity of 12 additional community health/development committee will be strengthened														
c) 12 additional infrastructural development plans will be developed														
d) 12 new gender inclusive health infrastructural monitoring teams will be established														
		Activity result 1.1: Support an assessment/mapping of the capacity needs of existing community structures												
		Action 1.1.1: Conduct community participatory mapping of existing community structures in selected communities of two target cross boarder districts							UNDP Community Health Committees Community Health Facility	Japan	75700-Workshop	20,000.00	-	20,000.00
		Action 1.1.2: Support community identify and prioritize community health needs through community participatory process.												
		Activity Result 1.2: Strengthen the capacity of the existing community health/development committees in partnership with respective Local Councils, District Health Medical Teams and Action 1.2.1: Convene gender sensitive stakeholder workshops							UNDP Community Health Committees Community Health Facility	Japan	75700-Workshops	10,000.00	-	10,000.00
		Action 1.2.2: Conduct community development planning training workshops for the community health/development committee members												
		health infrastructure development plans through participatory processes that complement district development plans specifically concerning maternal, child and adolescent access to health							UNDP Community Health Committees Community Health Facility	Japan	72600 - Grants	25,000.00	-	25,000.00
		Action 1.3.2: Develop community health development plan based on the community participatory priority infrastructural mapping and community health needs												
		Action 1.3.3: Support VDC/VHC to present the health development plan to the Ward Committee and/or DHMT										10,000.00	-	10,000.00
		Activity Result 1.4: Strengthen capacity of local institutions to manage the implementation of infrastructural works												

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Output 2	Community health infrastructure and health seeking behaviors improved to support universal care coverage																		
Baseline	a) 100 communities in 6 chiefdoms have improved of WASH features in 2016. b) No known health promotional material in place c) 100 communities in 2016 previously undergoing the development of tailored community health promotional material d) No known savings scheme for women																		
Indicators:	a) # of health infrastructures rehabilitated in targeted border communities in accordance with plans developed b) # of translated health promotion materials developed (4 languages) c) # of people that have access to health promotion materials d) # of established savings schemes for women																		
Activity Result 2.1: Rebirthment / expansion /upgrade of health infrastructure in accordance to health infrastructure plans developed, with specific emphasis on maternal child and adolescent health needs	Activity 2.1.1: Rehabilitation of the prioritized community infrastructure selected from development plan; details of the rehabilitation work are publicly announcement.																		
Activity Result 2.2: Strengthen capacity of women within the selected communities through livelihood and financial literacy training and establishment of women health saving schemes and linking the groups with the microfinance institutions	Activity 2.2.1: Establish women VSLA groups in accordance with the VSLA Guidelines Activity 2.2.2: Conduct financial literacy trainings for women in VSLA groups. Activity 2.2.2: Facilitation of linkages of women VSLAs and community business with MFI available in the district for further financial access.																		
Activity Result 2.3: Livelihood recovery support to the most vulnerable youth including young women through cash for work for the rehabilitation of the community health infrastructure.																			
Subtotal												122,000.00			122,000.00				
Total Output 1												131,760.00			131,760.00				

Action 1.4.1: Train VHC/WDC members on community implementation, monitoring and reporting of a development project.

Action 1.4.2: Facilitation of the DHMT, ward committee and representative of local council to oversee the implementation of infrastructure rehabilitation projects.

ACTIVITY RESULT 1.5: ESTABLISH AND STRENGTHEN community based monitoring teams to monitor upgrades of health infrastructures

Action 1.5.1: Support the establishment of gender inclusive community monitoring team

Action 1.5.2: Support the community team to develop a gender sensitive monitoring plan and reporting progress to VDC and local councils.

UNDP
Local governance structures
Community health committees

Japan

72600- Grants

71600 - Travel

15,000.00

7,000.00

15,000.00

UNDP
Local governance structures
Community health committees

Japan

72600- Grants

5,000.00

10,000.00

5,000.00

UNDP
Community Health committees
Local Councils

Japan

72600-Grants

40,000.00

10,000.00

10,000.00

UNDP
Community Health committees
Local Councils

Japan

72600-Grants

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(1) At least one team promotion material per health facility)
 (d) 12 women savings scheme established (at least 2 per community)

Activity 2:3:1: Cash for Work through engagement of skilled and un-skilled youth and women for the rehabilitation of community infrastructure.	X	X	X			72600-Grants		50,000.00		50,000.00
Activity Result 2:4: Support review and improvement of existing and available health promotion materials				UNDP						
Activity 2:4:1: Review and improvement of existing and available health promotion materials.		X	X	Community Health committees DHMT	Japan	72600-Grants		5,000.00		5,000.00
Activity Result 2:5: Support development and/or modification and dissemination of health promotion and IEC materials based on community health priorities				Community Health Facility						
Activity 2:5:1: Support the re-production/printing of health promotion and IEC material.		X	X	UNDP Community Health committees DHMT	Japan	72600-Grants		12,000.00		12,000.00
Activity 2:5:2: Dissemination of health promotion and IEC materials.				Community Health Facility				5,000.00		5,000.00
Activity Result 2:6: Support and expand outreach efforts by community health workforce to targeted communities, reflecting prioritized community health needs with emphasis on maternal, child and adolescent health needs.				UNDP Community Health committees DHMT Community Health Facility						
Activity 2:6:1: Support health workforce to expand community outreach activities to target prioritized community health needs with emphasis on maternal, child and adolescent health services at the PHUs.		X	X		Japan	72600-Grants		11,900.00	5,100.00	17,000.00

Total Output 2		371,412.00	48,708.00	420,120.00
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OUTPUT 3: Technical Assistance and Management									
Cost	Staff Salaries / Intl. & national staff								
	Procurement of Office Equipment	X	X	X	X			UNDP	
	Security	X	X	X	X			UNDP	
	UN Clinic	X	X	X	X			UNDP	
	General Management Services (SMS)								
	Programme Budget - UNDP								
	General Management Services								
	Communication (1%)	X	X	X	X			UNDP	
	Monitoring and Evaluation (2%)	X	X	X	X			UNDP	
	Direct Costs Project (4.5%)	X	X	X	X			UNDP	
	61300 - Intl. Staff								
	71400 - National staff	28,000.00				66,000.00			66,000.00
	72200 - Equipment	17,704.56				4,098.90			21,803.46
	74300 - Contribution	770.00				330.00			1,100.00
	74300 - Contribution	770.00				330.00			1,100.00
	Subtotal	47,244.56				82,758.90			130,003.46
	Facilities & Administration	3,779.56				6,620.71			10,400.28
	Total Output 4	51,024.12				89,379.61			140,403.74
	Facilities & Administration	513,144.56				127,858.90			641,003.46
	74300 - Contribution	41,051.56				10,228.71			51,280.28
	74598 - Direct project cost	5,131.45				1,278.59			6,410.03
	74300- Contribution	10,262.89				2,557.18			12,820.07
	74300- Contribution	23,604.65				5,881.51			29,486.16
	Total UNDP	593,195.11				147,804.89			741,000.00
Total 2017 Project Budget									741,000.00
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.									
Minister	<i>Shorani</i>								
Ministry of Local Government and Rural Development	Country Director								
Date:	UNDP Sierra Leone								
	Date: 07/06/2017								