Annual Progress Reporting

Project title: **CPAP Implementation Support Project**

Award ID: **00059731**

Project ID: **00074848**

Implementing partner: **UNDP (DIM)**

Period covered in this report: **1 May – 31 December 2010**

Date of last QPR: September 2010

Date of the last Project Board meeting: n/a

Project Performance

1.   Please list the annual targets for the reporting year as set out in the project document and/or AWP:

> 1. CPAP Evaluation Plan approved and submitted to Evaluation Office
> 2. At least 2 new partnerships built;
> 3. At least 2 visibility events for development partners carried out;
> 4. At least 2 government agencies benefit from joint project implementation;
> 5. At least 2 policy papers drafted;

Please specify below what has been the progress towards the above indicated targets during the reporting period:

> 1. CPAP Evaluation Plan for 2010-2015 has been developed and submitted. 8 project evaluations have been undertaken by end of 2010 (ACCESS, National Protected Areas, SLM, ICTP, BFU and etc.). Reports and management responses are fully uploaded in CARDS and monitored on regular basis.
> 2. Resource management and mobilization strategy (RMMS) has been launched on 4 June and RMMS workplan has been implemented. To date following partnerships have been built – BCPR TRAC 3 allocated USD 1.2 mln for a disaster risk preparedness initiative, national partnerships have been re-established with government agencies in the form of joint projects on issues related to water resource management, budget system reform, local governance, parliamentary development, etc. Partnership with private sector company has been established for advertising campaign focused on raising visibility of UNDP development results and initiatives. German Federal Ministry for Environment, Nature Conservation and Nuclear Safety made a contribution of USD 84,000 to UNDP project proposal on Capacity building for radioactive waste management and early warning systems in the Ferghana Valley, which is planned to start early Y2011.
> 3. Four Partnership Building Meetings were carried out on raising visibility about UNDP development activities in the field of energy and environment, rural development (with facilitation of Mr. Nick Maddock, Rural Development Policy Specialist, BRC), wellbeing of persons with disabilities (ACCESS project) and local governance (one-stop shop); In-house discussions were held on lessons learnt and preliminary framework of next visibility events.
> 4. At least 2 government agencies benefit from joint project implementation - Letter of Agreement with UNICEF resulted in joint research study conducted by the CER and Institute for Social Research on assessment of current social safety net and analysis on its responsiveness to the needs of vulnerable children. Based on this analysis a set of policy proposals are planned to be developed for upgrading the existing system and making it more child sensitive. Centre for Economic Research and the Institute for Social Research have benefitted from the support of the international expert in research design and ensuring that quality of analysis and final report are in line with international standards.

2. Implementation / Quality Log (to be completed by Project Managers)

| PLANNING FOR THE YEAR *(state for each Activity in the project)* | | | | REPORTING IS TO BE ENTERED ON QUARTERLY BASIS *Update on Quality Log / Activity Quality Assessment (report on this Quarter only)* | | | |

Activity Result 1: Quality assurance, high quality analysis, M&E mechanisms are in place to better address programme and project interventions:

Start date of the Activity: **1 May 2010**   End Date of the Activity: **31 December, 2012**

Quality criteria *(i.e how/with what indicators the quality of the activity result will be measured?)*	Quality method *(what method will be used for this criteria?)*	Due Date	Responsible person in the project	Actual progress made/ User perspective	Timeliness *(were the achievements reached within the planned timeframe)*	Resources Usage *(were the achievements reached within the planned budget)*	Quality rating (from 1 to 9) and /% of completion
5 Evaluations conducted by the CO (at least one in each practice area)	Evaluation plan approved by HQ	31 December	Programme Units	**Quarter 3** Ongoing (completed 2 project evaluations for CDM and Livestock projects. **Quarter 4** 6 project evaluations have been undertaken – SLM, ACCESS, National Protected Areas, BFU, ICTP); HD project evaluation report is to be finalized early 2011	On time	On track	**Quarter 4** 9/90%

Activity result 2: Public relations and outreach around role of UNDP and its development efforts is in place and UNDP partnership strategy is enhanced;

Start date of the Activity: **1 May 2010**   End Date of the Activity: **31 December, 2012**

Quality criteria *(i.e how/with what indicators the quality of the activity result will be measured?)*	Quality method *(what method will be used for this criteria?)*	Due Date	Responsible person in the project	Actual progress made/ User perspective	Timeliness *(were the achievements reached within the planned timeframe)*	Resources Usage *(were the achievements reached within the planned budget)*	Quality rating (from 1 to 9) and /% of completion
RMMS and WP is launched and implemented,	3 outreach events conducted for	31 December	RMU / Communic	**Quarter 2** Partnership	on time	On track	**Quarter 4** 9/100%

| Communications Workplan started | various groups | | | building meeting carried out by Energy and Environment Unit

Quarter 3-4

3 Visibility events were held by both Economic and Democratic Governance portfolio (thematic areas: Rural Development; ACCESS and LGSP) | | | |
| | | | ations Associate | | | | |

Activity result 3: Knowledge management and Capacity development mechanisms are enhanced.

Start date of the Activity: 1 May 2010   End Date of the Activity: 31 December, 2012

Quality criteria (i.e how/with what indicators the quality of the activity result will be measured?)	Quality method (what method will be used for this criteria?)	Due Date	Responsible person in the project	Actual progress made/ User perspective	Timeliness (were the achievements reached within the planned timeframe)	Resources Usage (were the achievements reached within the planned budget)	Quality rating (from 1 to 9) and /% of completion
Learning Balanced Scorecard is green	Completion of individual learning plans	31 December 2010	Marina	**Quarter 2** WOLP has been drafted with newly established Learning Committee/ Learning Plans compiled **Quarter 3** WOLP has been launched, status on mandatory courses is updated, training sessions for staff on Learning Plan formulation in the LMS carried out			**Quarter 1** 9/70% **Quarter 2** 9/100% **Quarter 3** 9/100%
Number of CO staff are	Training course on	31 December	Marina	**Quarter 3**			**Quarter 4**

more aware of the UNDP development issues and RBM tools and approaches	RBM; PRINCE-II Certification; Communities of Practice	2010	Quality of Annual Planning and Quarterly Reporting Format enhanced; ATLAS update is ongoing; Participation in CoP on HIV/AIDS			9/100%
			Quarter 4 About 50 UNDP personnel (CO and projects) have successfully passed PRINCE-II certification and participated in 5-day long RBM training session organized by Patrick Gremillet, Management Practice Coordinator and Andrey Pogrebnyak, Assistant Director of BRC on Operations. Induction sessions for UNDP newcomers have been re-established on quarterly basis. Areas for BRC support Y2011 were identified on the CO level and shared with RBEC/BRC within framework of the Strategy Note 2011			

3. Issues

   a) *Please specify the issues that were raised during the reporting period to the attention of the Project Board. Describe the steps taken to solve those (Management response in ATLAS).*

1. The main issue which was raised was about the petrol advance payment scheme practiced within the UNDP CO with cost-recovery mechanism from projects. The issue was resolved.

4. Project risks

a) Please provide update on any changes with regard to the above indicated risks (e.g. risk occurred; no change and etc.). Specify the responses taken for each of those.

n/a

5. Financial management
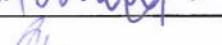
Current AWP budget:	USD 117,190
Current expenditure (broken down by donor)	USD 117,190
	TRAC: USD 109,734
	Interest Income: USD 7,456
Current delivery rate:	100%
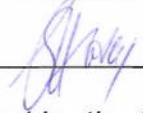
6. Required steps for the next Quarter (if any?)

Please specify below any adjustments (revisions) required under the approved AWP/project document in terms of project activities or budget adjustments, if applicable (e.g. due to low delivery)

Prepared by: _____ Zumrad Sagdullaeva, Programme Support Assistant

Cleared by : _____ Marina Ten, Head of RMU/Learning Manager

Cleared by : _____ UNDP ARR (P)

Checklist to be completed by the Programme focal point:
Before completing this checklist, programme focal point has to visit the Executive Snapshot/Programme & Project Management > Overview of Awards > Select Award ID > Click on "View the Progress Report for this Award."
☑ Yes ☐ No Quality Log/Progress report is updated in ATLAS
☑ Yes ☐ No Risk logs is updated in ATLAS by Project Manager and management response is
              updated by Programme Officer / programme focal point
☑ Yes ☐ No Issues logs is updated in ATLAS
☑ Yes ☐ No Lessons learned are reflected appropriately (offline in the programme files)
☑ Yes ☐ No ☐ N/A Budget revision is approved (if applicable)

If for some boxes, "No" was checked, please provide justification:

Signed by: _____ Zumrad Sagdullaeva, Programme Support Assistant

3. Issues

a) Please specify the issues that were raised during the reporting period to the attention of the Project Board. Describe the steps taken to solve those (Management response in ATLAS).

> The main issue which was raised was about the partial advance payment scheme practiced within the UNDP CO with cost-recovery mechanism from projects. The issue was resolved.

4. Project risks

a) Please provide update on any changes with regard to the above indicated risks (e.g. risk occurred, no change and etc.). Specify the responses taken for each of these.

> n/a

5. Financial management

Current AWP budget	USD 117,190
Current expenditure (broken down by donor)	USD 117,190
	TRAC: USD 109,734
	Interest income: USD 7,466
Current delivery rate:	100%

6. Required steps for the next Quarter (if any?)

Please specify below any adjustments (revisions) remarked under the approved AWP/project document (in terms of project activities or budget adjustments, if applicable (e.g. due to low delivery))

Prepared by _____ Zuhrad Saguliaeva, Programme Support Assistant

Cleared by _____ Marina Ten, Head of RMU/Learning Manager

Cleared by _____ UNDP APR (IP)

Checklist to be completed by the Programme focal point:

- Before submitting this directed programme report must be visit the Executive Snapshot/(Programme & Project / Dashboard > Overview of Awards > Select Award ID > Drill on View the Program Report for the budget
- Yes □ No Quality Log/Progress report is updated in ATLAS
- Yes □ No Risk logs is updated in ATLAS by Project Manager and management response is updated by Programme Officer / programme focal point.
- Yes □ No Issues logs is updated in ATLAS
- Yes □ No Lessons learned are reflected appropriately (either in the programme file)
- Yes □ No □ N/A Budget revision is approved (if applicable)

If my some boxes "No" was checked, please provide justification

Signed by _____ Zuhrad Saguliaeva, Programme Support Assistant