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Viet Nam

Date: 15<sup>th</sup> August, 2008

Dear Mr. Cao Viet Sinh,

**Subject: Project 00050577, "Support to the formulation of Socio-Economic Development Strategy 2011-2020" - 2008 Annual Workplan & Budget**

Please find enclosed, for your records, the duly signed Annual Work Plan & Budget of the above-mentioned project for the year 2008. This is initiated to accommodate the implementation of activities in the approved workplan for the year 2008. These include:

- Planned budget of US\$ 253,000 for Output 1: "SEDS 2011-2020 developed based on sound evidence and best international experience and knowledge";
- Planned budget of US\$ 30,000 for Output 2: "SEDS 2011-2020 formulated in a participatory and consultative manner";
- Planned budget of US\$ 109,965 for project management support.

The total planned budget for the year 2008 is US\$ 422,543 from One Plan Fund.

With best regards,

Christophe Bahuet  
Deputy Country Director (P)

Mr. Cao Viet Sinh  
National Project Director of the Project 00050577  
Ministry of Planning and Investment

cc (with attachment):

Mr. Luu Quang Khanh, Deputy Director, FERD, MPI, 02 Hoang Van Thu St., Ha Noi  
Ms. Alexa Hough, Operations Specialist, UNDP Viet Nam



UN Development Programme  
Vietnam - Hanoi

Award ID: 00050577

Award Title: Support to the formulation of SED

Strategy 2011-2020

Start Year: 2008

2010

End Year:

Implementing Partner  
(Executing Agency):

National Execution

Responsible Party

(Implementing Agent):  
VIE-National Execution  
UNDP (Direct Execution)

Revision Type:

Project Approval

Brief Description:

This is initiated to accommodate the implementation of activities in the approved workplan for the year 2008. The total planned budget for the year 2008 is US\$ 422,543 from One Plan Fund.

Agreed by:

Christophe Bahuet, DCD

20/08/08

Agreed by:

Agreed by:

Agreed by:

Budget (US\$) as of Last Revision on 15-August-2008	
Donor	Amount
UNDP(PAA) 30000 Programme Cost Sharing	422,543.00
Total Budget ( 2008 and Beyond )	422,543.00
Total Expenditure ( 2007 and Prior )	0.00
Award Total	1,998,400.00
Unprogrammed/Unfunded	1,575,857.00

**COST SHARING COMMITMENT, ACTUAL PAYMENT AND EXPENDITURE**

**1. Commitments (US\$)**

Date	OPF	Total
30-Jul-2008	\$1,998,400	\$1,998,400

**2. Cost Sharing Payments (US\$)**

Schedule of Payment		Actual Payment	
Date	OPF	Date	OPF
2008	\$422,543	Aug-08	\$481,988
2009	\$1,136,057		
2010	\$439,800		
<b>Total</b>	<b>\$1,998,400</b>	<b>Total</b>	<b>\$481,988</b>

Outstanding (Total Commitment less Total Actual Payment)	(1,516,412)
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**3. Expenditures (US\$)**

Reporting Date: 15 Aug 2008

TOTAL	2008	2009	2010
OPF	1,998,400	1,136,057	439,800
Net amount	1,968,822	392,965	439,800
GMS	29,578	1,136,057	439,800



## Annual Work Plan

Vietnam - Hanoi

Award Id: 00050577  
 Award Title: Support to the formulation of SED Strategy 2011-2020  
 Year: 2008

Report Date: 15/8/2008

Project ID	Expected Outputs	Key Activities	Timeframe		Responsible Party	Planned Budget				
			Start	End		Fund	Donor	Budget Descr	Amount US\$	
00062553	Support to the formulation of	General Management Servid			VIE-National Execution	30000	UNDP(JPAA)	75100	Facilities & Administration	28,534.00
					UNDP (Direct Execution)	30000	UNDP(JPAA)	75100	Facilities & Administration	1,044.00
		Mechanisms & plans			VIE-National Execution	30000	UNDP(JPAA)	72100	Contractual Services-Companie	30,000.00
					VIE-National Execution	30000	UNDP(JPAA)	71200	International Consultants	35,000.00
		Policy Options & measures			VIE-National Execution	30000	UNDP(JPAA)	72100	Contractual Services-Companie	55,000.00
					VIE-National Execution	30000	UNDP(JPAA)	74500	Miscellaneous Expenses	45,000.00
		Project Management			VIE-National Execution	30000	UNDP(JPAA)	71100	ALD Employee Costs	30,000.00
					VIE-National Execution	30000	UNDP(JPAA)	71200	International Consultants	25,000.00
					UNDP (Direct Execution)	30000	UNDP(JPAA)	71200	International Consultants	11,000.00
					VIE-National Execution	30000	UNDP(JPAA)	71400	Contractual Services - Individ	16,900.00
					VIE-National Execution	30000	UNDP(JPAA)	71600	Travel	3,000.00
					VIE-National Execution	30000	UNDP(JPAA)	74500	Miscellaneous Expenses	21,200.00
		Research results			VIE-National Execution	30000	UNDP(JPAA)	74500	Miscellaneous Expenses	2,865.00
					VIE-National Execution	30000	UNDP(JPAA)	72100	Contractual Services-Companie	20,000.00
Visions and key policy option			VIE-National Execution	30000	UNDP(JPAA)	74500	Miscellaneous Expenses	10,000.00		
			VIE-National Execution	30000	UNDP(JPAA)	71300	Local Consultants	10,000.00		
TOTAL										422,543.00
GRAND TOTAL										422,543.00



Annual Work Plan

Vietnam - Hanoi

Award Id: 00050577

Award Title: Support to the formulation of SED Strategy 2011-2020

Year: 2009

Report Date: 15/8/2008

Project ID	Expected Outputs	Key Activities	Timeframe		Responsible Party	Planned Budget			
			Start	End		Fund	Donor	Budget Descr	Amount US\$
00062553	Support to the formulation of	VISIONS&PO							1,136,057.00
<b>TOTAL</b>									1,136,057.00
<b>GRAND TOTAL</b>									1,136,057.00



Annual Work Plan

Vietnam - Hanoi

Award ID: 00050577

Report Date: 15/8/2008

Award Title: Support to the formulation of SED Strategy 2011-2020

Year: 2010

Project ID	Expected Outputs	Key Activities	Timeframe		Responsible Party	Planned Budget			
			Start	End		Fund	Donor	Budget Descr	Amount US\$
00062553	Support to the formulation of	VISIONS&PO							439,800.00
<b>TOTAL</b>									439,800.00
<b>GRAND TOTAL</b>									439,800.00

EXPECTED PROJECT OUTCOME AND OUTPUTS	INDICATORS (including annual targets)	PLANNED ACTIVITIES (List all activities including M&E to be undertaken during the year towards stated CP outputs)	TIMEFRAME		RESPONSIBLE PARTY	Source of Funds	Donor	PLANNED BUDGET				
			Q3	Q4				Activity ID	Account	Budget Description	Amount	
Project Output 1: SEDS 2011-2020 developed based on sound evidence and best international experience and knowledge		<b>Group of activities 1.1 Define visions and key break-through policy options of the SEDS 2011-2020</b>										
			1.1.1. Organize 4 brainstorming sessions/meetings of MPI WG with national think-tanks to (i) identify visions and key break-through policy areas/options/ideas to be addressed in SEDS 2011-2020 and (ii) related needs for international knowledge/experience and topics for international research	x	x	001461	30000	10714	VISIONS&POS	74500	Workshops/seminars Consultants	8,000
			1.1.2. Organize international meetings of the Sub Committee and/or MPI WG with world-leading research institutions/experts to identify visions and key break-through policy areas/options/ ideas to be addressed in SEDS 2011-2020 as well as to expose the Sub Committee/ MPI WG members to international best practices and knowledge in strategy formulation	x	x	001461	30000	10714	VISIONS&POS	74500	Subcontracts Workshops Travels	60,000
			1.1.3. Conduct peer review of identified strategic visions and break-through options		x	001461	30000	10714	VISIONS&POS	71300	Consultants	10,000
			1.1.4. Hold regular briefing sessions on the results of (i) consultations with international partners (under 1.1.2), (ii) focused discussions (under 1.1.1, 1.1.2, and 1.2.3), and (iii) research results (under 1.2.3) for the Sub Committee/MPI WG to develop and refine "working" visions and key break-through policy areas/topics/ ideas/options that will guide further research/analytical and consultation work.	x	x	001461	30000	10714	VISIONS&POS	74500	Workshops Facilitators Subcontracts	10,000
			<b>Sub total</b>									<b>88,000</b>
			<b>Group of activities 1.2 Outline and implement a detailed research plan to support prioritized and/or break-through policy options and measures of SEDS 2011- 2020</b>									
			1.2.1. Develop (and update) a detailed plan for in-depth policy research/studies on the MPI WG-defined "working" policy topics and options to support the formulation of SEDS	x	x	001461	30000	10714	POS&MESS	72100	Subcontract	10,000
			1.2.2. Develop TORs for research/studies to be conducted (including taking stock of available relevant studies, defining scopes and contents of new studies, planning schedule of the research/studies, etc.) <sup>1</sup>	x	x	001461	30000	10714	POS&MESS	71200	STA + intl consultant (if needed)	15,000
			1.2.3. Conduct research and studies as planned to support formulation of key break-through policy options and measures of SEDS 2011-2020 (including seminars/lectures/focused discussions (of the Sub Committee/ MPI WG) with top international institutions/experts) <sup>2</sup>		x	001461	30000	10714	POS&MESS	74500	Subcontracts Workshops	45,000
1.2.4. Train DSI (and MPI WG members) on research plan management/quality assurance	x		001461	30000	10714	POS&MESS	72100	Subcontract	20,000			
1.2.5. Train staff of DSI, MPI WG members (and possibly other relevant national research institutes) on advance methodologies and skills for (i) research/analysis and (ii) presentation of research results to high-level policy makers (incl. the Sub Committee)	x	x	001461	30000	10714	POS&MESS	72100	Subcontract (one or two separate subcontracts)	25,000			

Project Output 2: SEDS 2011-2020 formulated in a participatory and consultative manner	PROJECT MANAGEMENT	1.2.6. Identify the needs of DSI/PAWG for growth projection models and transfer such models to DSI/MPI WG (including training plus hands-on support in application of the models as well as technical backstopping as needed) for conducting necessary projections that support defined policy options and measures of SEDS			x	001461	30000	10714	POS&MESS	71200	STA + subcontracts	20,000		
		<i>Sub total</i>										135,000		
		<i>Group of activities 1.3 Debate, discuss, publish and disseminate research results widely</i>												
		1.3.1. Organize discussions and debates, consultations with a wide range of relevant stakeholders on research results, Findings, and recommendations			x	001461	30000	10714	RESRESULTS	74500	Workshops		10,000	
		1.3.2. Train and mentor DSI/ MPI WG to facilitate policy debates/discussions			x	001461	30000	10714	RESRESULTS	72100	Subcontract/ Intl consultant		10,000	
		1.3.5. Develop a knowledge management system for DSI to document, store and retrieve results of research/studies and debates/focused discussions as well as good practices in SEDS formulation process			x	001461	30000	10714	RESRESULTS	72100	Subcontract		10,000	
		<i>Sub total</i>											30,000	
		<i>Sub total for Output 1</i>											253,000	
		<i>Group of Activities 2.1. Develop mechanisms and plans for wide and meaningful participation in and consultation of SEDS 2011-2020 formulation</i>												
		2.1.1. Develop concrete mechanism(s) and plan(s) for engaging a wide range of stakeholders and obtaining suggestions, ideas from the public in SEDS formulation process (including identifying best international and national practices, models, experience in policy/strategy consultation and adapting them to SEDS formulation context)			x	001461	30000	10714	MECN&PLANS	72100	Subcontract/ Consultant		15,000	
		2.1.2. Train DSI/MPI staff to facilitate and manage consultation process (e.g. taking feedback, summarizing, briefing MPI WG, etc.)			x	001461	30000	10714	MECN&PLANS	72100	Subcontract/ Consultant		15,000	
		<i>Sub total for Output 2</i>											30,000	
		Design monitoring and evaluation (M&E) Framework for the project and train project and DSI staff on M&E			x	001461	30000	10714	PROJMGMT	71200	Intl consultant/ Subcontract		25,000	
		National Project Manager cum Coordinator			x	001461	30000	10714	PROJMGMT	71400	Project Staff		7,200	
Part-time STA			x	001461	30000	10714	PROJMGMT	71100	STA		30,000			
International UNV Specialist			x	001981	30000	10714	PROJMGMT	71200	Intl consultant		11,000			
Project Management Assistant			x	001461	30000	10714	PROJMGMT	71400	Project Staff		2,500			
Project Accountant			x	001461	30000	10714	PROJMGMT	71400	Project Staff		3,600			
Project Interpreter			x	001461	30000	10714	PROJMGMT	71400	Project Staff		3,600			
Local travel			x	001461	30000	10714	PROJMGMT	71600	Travel		3,000			
Office Equipment			x	001461	30000	10714	PROJMGMT	74500	Misc.		15,000			
Office supplies and operations			x	001461	30000	10714	PROJMGMT	74500	Misc.		2,400			
Communications & reporting			x	001461	30000	10714	PROJMGMT	74500	Misc.		1,800			
Auditing <sup>3</sup>			x	001981	30000	10714	PROJMGMT	74500	Misc.		1,800			
Miscellaneous			x	001461	30000	10714	PROJMGMT	74500	Misc.		2,000			
<i>Sub total</i>											1,065			
<i>Sub total</i>											109,965			
<i>GMS</i>											28,534			
<i>GMS</i>											1,044			
TOTAL OF 2008												422,543		

**\* Notes:**

- (1) Activities 1.2.1 and 1.2.2 can be implemented together under one (1) subcontract.  
(2) This activity can be supported by this project and by other development partners under a coherent framework. It may include peer review if necessary.  
(3) Although audit will be conducted in 2008, the expense incurred will be charged in 2009. Thus, no budget is allocated for this activity in 2008.  
One subcontract can cover several activities.



Country: Viet Nam

UN One Plan I Outcome(s): (Outcome 1) Social and economic development policies, plans and laws support equitable and inclusive growth and conform to the values and goals of the Millennium Declaration and other relevant international agreements and conventions

UN One Plan I Output(s): (Output 1.9) Understanding of challenges improved and policy options identified to respond to socio-economic impacts of globalization and integration, and more equitable distribution of the benefits from participation in international economy promoted

Implementing partner: Ministry of Planning and Investment – Development Strategy Institute

Narrative

The overall objective of this project is to contribute to the formulation of the National Socio-Economic Development Strategy (2011-2020) and realisation of the United Nations One Plan-I Outcome 1. It will directly contribute to the One Plan-I Output 1.9.

The project will primarily support the Government of Viet Nam to (i) get access to the relevant good quality international knowledge, expertise and experience to define feasible, evidence-based strategic development visions and break-through options/measures for SEDS 2011-2020, (ii) mobilize public contribution to and build national consensus around the defined visions and options, and (iii) coordinate and manage inputs provided by international community for SEDS formulation. The project has two major outputs:


*Output 1: SEDS 2011-2020 developed based on sound evidence and best international experience and knowledge*


*Output 2: SEDS 2011-2020 formulated in a participatory and consultative manner*

Development Strategy Institute (DSI) under Ministry of Planning and Investment is the direct national partner of the project. The project will coordinate with other past and on-going support initiatives of Government and international community to ensure effectiveness and efficiency.

Estimated annualized budget: \$ 422,543
Allocated resources:
• Government: \$
• Regular: \$
• One Plan Fund: \$ 422,543

Programme Period: 2006 - 2010
Programme Component:
Project Title: Support to the formulation of Socio-Economic Development Strategy 2011-2020
Budget Code:
Duration: 2008 - 2010

Agreed by (Implementing Partner):  Date: \_\_\_\_\_

Agreed by (UNDG Agency):  Date: 30/02/2008




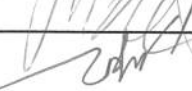

**ROUTING SLIP**

(Project) Award : 00015582

Support to the Formulation of SED Strategy 2011-2020

Budget Revision Reason(Justification Type) : **Project Approval**

Signature Date

1.	H.Dung Remark:	to submit (1) Signed 2008 AWP (2) C/S summary (For C/S project)	15-Aug-08	
2.	Phong Head of Unit to clear		15/8/08	
3	T.T. Hung to clear		19/8/08	
4.	DT/PSU Head to clear			
5.	Tien to revise/reprint (if any)			
6.	CD/DCD to sign		20.8.08	
7.	Tien to make copies, send one set to PSU(for step 8)	for hour	21.8.08	
8.	T.T.Hung/PSU for SENDING TO KK and keeping one copy		20.8.08	

Remarks: The same Routing Slip should be retained for tracking submission process

- PO's initials must be put in box 1.
- Unit Head's initials must be put in box 2.
- PA/PSec's initials must be put in box 5.