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United Nations Development Program State: United Arab Emirates Project Document

Project Title:	Enhancing the Capacities of the Ministry of Development and International Cooperation
General Expected Results:	To enhance national abilities for identifying the fields of development, international cooperation, development, and foreign aid.
Expected Results	1- To enhance the capacities of the Ministry of Development and International Cooperation at coordinating and integrating efforts, programs and foreign aid provided by UAE and document all forms of development programs and evaluating the impact of these programs; to represent UAE before international nonprofit regional and international development organizations related to foreign aid and relief.
Performing Entity	the Ministry of development and International Cooperation
Performing Agencies	the Ministry of development and International Cooperation

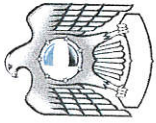
Brief Description

This project aims at developing and strengthening the Capacities of the Ministry of development and International Cooperation to develop their human resources specialized in different development sectors, international cooperation, foreign aid provided by UAE all over the world. This project aims at enhancing benefits of United Nations Development Program.

Program Duration: 2014
 Major Results: (Strategic Plan)-----
 Technical Support for the Ministry of development and International Cooperation
 Atlas Award No. _____
 Commencing Date: 1 February 2014
 Ending Date: 31 December 2014
 PAC: -----
 Meeting Date: -----
 Management arrangement:

Total Resources Required: 895,000 USD
 Total Resources Allotted: _____
 Ordinary: _____
 Other Things: _____
 Sponsor: _____
 Government: 895,000 USD
 Unfinanced budget: _____
 Contributions: (if any) _____

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Approved by: **HE undersecretary of the Ministry of Development and International Cooperation Hazaa Mohamed Falah Al Oahtani** X

The Ministry of Development and International Cooperation
Approved By: Mr. Sayed Aqa, Resident Representative of United Nations
Development Program
United Nations Development Program **Date:**

Analysis of Current Situation:

Since the establishment of the United Arab Emirates in 2 December 1971, UAE adopted a balanced foreign policy on Arab, regional and international levels. In line with the of the late sheikh Zayed bin Sultan Al Nahyan, (May Allah bless his soul). Which built on bridges of cooperation, solidarity, familiarity and other respect among world peoples? The aim is to find a common understanding enables all people to live in peace, welfare and prosperity. For 40 years, UAE has helped others giving them relief and enhancing development projects in several countries and regions generously. Accordingly, UAE has deserved to be ranked by OECD of one of the best countries giving foreign aid in 2012.

Taking this into consideration, UAE grants foreign aid as per international priorities specified by international relief organizations that meet development targets including, but not limited to, combating poverty, ignorance and diseases.

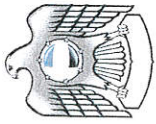
Strategy:

The Ministry of Development and International Cooperation endeavors enhance and developing its abilities in the fields of development, international cooperation, and foreign aid, preparing reports and studies for all sectors under its supervision, desires to cooperate with the United Nations Development Program in UAE (hereinafter referred as the parties) to develop, cooperate and coordinate with the program in development, international cooperation and foreign aid related to objectives and strategy of The Ministry of Development and International Cooperation.

This project coincides with United Nations Development Program to build and empower national capacities to qualify and train human resources. The aim is to raise the proficiency of the ministry work and to set our goals that meet current requirements in accordance with a specific timeline.

Definition concerning required technical enhance; human resources training on foreign aid, preparing reports and periodical publications of aid; strengthening donors and countries in need; qualifies UAE relief work team are the focal objectives of the project.

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This strategy will be in the line with the Ministry operational and strategic plan. This project will also prepare the executive plan specifying the roles of national and international experts in the project activities performance as per a system.

United Nations Development Program will enhance The Ministry of Development and International Cooperation to prepare and implement the following work plan:

- appoint specialized experts for developing UAE policy and strategy of foreign aid;
- appoint technical and administrative staff as required to the project;
- Train some Ministry staff at UNDP for specific periods in the field of control and evaluation of development aid and Millennium and sustaining development targets..
- Conduct workshops for donors and UAE human organizations. These workshops to evaluate the development aid.
- Organize field visits in coordination with UNDP to developing countries to observe evaluation of development projects and recovery plan.
- Participate in preparing and reviewing development projects control and procedures manual.
- Organize a joint international conference for designing development programs inviting international organizations.
- Develop joint electronic portal for international organizations in UAE reflecting their news and activities.
- Cooperate with UNDP to know anticipated results after 2015 concerning development aid and inviting governmental departments and ministries to the international discussion in this regard.
- cooperate with UNDP for training UAE nationals at the program: “Junior Professional Officers Program”
- Consult UNDP to arrive at the best international practices concerning policies and strategies of human resources development and designing development program.
- Prepare, translate and print common publications including information about ministries and international organizations working in UAE.
- Provide the Ministry with the best studies and lessons learnt from past experience at international development, recovery plans, raising readiness and how to prepare for overcoming disasters.
- To train students of UAE universities at UNDP’s offices during academic practical training period.

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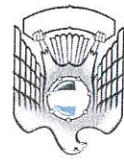
Work Plan for Annual Budget (1 Jan. to 31 Dec. 2014)

Expected Results	Planned Activities	Timetable				Authority	Planned Budget (inputs)
		Q1	Q2	Q3	Q4		
1- To enhance staff experience for developing UAE policy and strategy of foreign aid. 2. To enhance staff experience in some technical and administrative fields. 3. To enhance staff experience in the field of control.	1.1	To appoint specialized experts for developing UAE policy and strategy of foreign aid;	X				300,000 USD
	2.1	To appoint technical and administrative staff as required to the project;		X			200,000 USD
	3,1	To train the Ministry staff at UNDP for specific period in the field of control and evaluation of development aid and Millennium and sustaining development targets.		X	X	X	
						United Nations Development Program and the Ministry of International Development and Cooperation	—

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<p>4. To enhance donors to evaluate aid's impact.</p> <p>5. To enhance staff experience how to evaluate development projects.</p> <p>6. To issue control and procedures manuals for development projects.</p>	<p>4.1 To hold workshops for donors and UAE human organization. These workshops will evaluate the development aid and sustainable and development aid and Millennium and sustaining development targets.</p> <p>5.1 To organize field visits in cooperation with UNDP to developing countries to be able to evaluate the development projects and recovery plan.</p> <p>6.1 To participate in preparing and reviewing development projects control and procedures manual.</p>	<p>United Nations Development Program and the Ministry of International Cooperation</p> <p>United Nations Development Program and the Ministry of International Cooperation</p> <p>United Nations Development Program and the Ministry of International Cooperation</p>	<p>50,000 USD</p> <p>10,000 USD</p> <p>5,000 USD</p>
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<p>7. To enhance staff experience to design development program.</p> <p>8. To start joint electronic portal for international organizations in UAE</p> <p>9. To enhance staff experience to know expected results from development aid and participation of UAE in international discussion in this regard.</p>	<p>7.1 To organize joint international conference for designing development programs inviting international organizations.</p> <p>8.1 To develop joint electronic portal for international organizations in UAE reflecting their news and activities.</p> <p>9.1 To cooperate with UNDP to know expected results after 2015 concerning developmental aid and inviting governmental departments and ministries to the international discussion in this regard.</p>	<p>United Nations Development Program and the Ministry of International Development and Cooperation</p> <p>United Nations Development Program and the Ministry of International Development and Cooperation</p> <p>United Nations Development Program and the Ministry of International Development and Cooperation</p>	<p>100,000 USD</p> <p>50,000 USD</p> <p>10,000 USD</p>
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<p>10. To enhance and qualify national staff as technical officers.</p> <p>11. To enhance staff concerning development policies and strategies and designing development program.</p> <p>12. To prepare, translate and print common publications including information about ministries and international organizations working in</p>	<p>10.1 To cooperate with UNDP for training UAE nationals at the program: "Junior Professional Officers Program"</p> <p>11.1 To consult UNDP to arrive at the best international practices concerning policies and strategies of human resources development and designing development program.</p> <p>12.1 To prepare, translate and print common publications including information about ministries and international organizations working in UAE.</p>	<p>United Nations Development Program and the Ministry of International Cooperation</p> <p>United Nations Development Program and the Ministry of International Cooperation</p> <p>United Nations Development Program and the Ministry of International Cooperation</p>	<p>50,000 USD</p> <p>20,000 USD</p> <p>30,000 USD</p>
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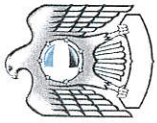


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UAE. 13. To enhance the ability to prepare and translate joint editions with international organization staff working in UAE 14. To enhance staff experience to benefit from past researches and studies of international development.	13.1 To provide the Ministry with the best researches and experience of past applications at international development, recovery plans.					<i>United Nations Development Program and the Ministry of Development and International Cooperation</i>	10,000 USD
	Cost Recovery 3.5%	X	X	X	X		30,000 USD
							30,000 USD
							895,000 USD

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Administrative Arrangements

The project will be implemented nationally through the Ministry of Development and International Cooperation in line with rules and procedures of United Nations Development Program. The Ministry of Development and International Cooperation will be responsible for appointing and supervising project staff and advisors. The Ministry of Development and International Cooperation will be also responsible for performance of all project activities; coordinating with related authorities; concerned for applying acceptable financial and administrative rules; supervision and evaluation. The national coordinator will be responsible for project board of directors. Discussion for making any changes in the project results will be held according to approval given by the board of directors.

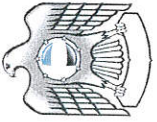
Project administrative staff will develop a detailed annual plan for the project. In addition to a quarterly timeframe plan specifying the prioritized selected activities where new activities could be added. Hence, both activities and Budget of the signed PD are subject to amendment based upon the mutual agreement of both parties. As per communication and supervision plan at the beginning of the project. National coordinator will receive detailed financial reports from United Nations Development Program office in addition to a report of benefits from United Nations Development Program and project board of directors. These documents will provide important information about the proficiency of the strategy performance in addition to required results.

The Ministry of Development and International Cooperation will nominate national coordinator supervised directly by the Ministry undersecretary. He will be responsible for managing the project including financial matters. The project steering committee, from United Nations Development Program and the Ministry of Development and International Cooperation will follow the project progress in addition to automatic handling for performance. The committee will meet every 3 months.

Monitoring and Evaluation

This project will be subject to revision measures relative to United Nations Development Program, monitoring and evaluation of steering principles. Monitoring process will focus on results and contributions concerning expected results. Information concluded from monitoring process will be a start for taking appropriate actions. There are several monitoring mechanism will be adopted such as monitoring visits and provisional reports. Triple revision will be performed before fulfilling this project. In addition, this project will be subject to revision and examination one time at least in accordance with NEX regulations.


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Legal Framework

Project regulations shall be a reference as per article one of SBFA (Standard Basic Framework Agreement" between UAE government and United Nations Development Program signed on 19 Jan. 1977.

The executive agent in the host country shall review the description mentioned in the agreement regarding cooperative government agent due to achieving the best interest of the agreement.

Following revision methods may be performed on the project document at the same time of signing by representative of United Nations Development Program provided that the other signatures do not conflict with proposed changes.

Revision or additions of any related attachments.

Revisions that do not include substantial changes in direct targets, results or activities of the project are important such as rearrangements of approved items. On the other hand, expenses increase due to inflation and obligatory annual revision may restructure approved project items taking into consideration flexibility and easiness of agreement.

