UNDP Bangladesh
2020 Annual Work Plan (AWP) Review Checklist-Budget Revision

Award ID: 00105480;
Project ID: 00106748,   Title: Efficient and Accountable Local Governance (EALG) Project   Project ID: 00121475;   EALG COVID-19

	Format and General Issues:	Yes	No	N/A	Comments
1	Submitted RAWP is prepared in Standard Prescribed Format including AWP cover page	✓			A-1
2	Atlas codes correctly mentioned (Award ID, Project ID, and Project title, Donor, Account, Fund etc.)	✓			
3	AWP Planning meeting conducted	✓			
4	Minutes of the Appraisal/Review meeting attached	✓			A-4
5	Annual/**Mid year Review Meeting conducted**	✓			A-5
6	Annual HR , Procurement and Communications plans are prepared and attached with RAWP	✓			A-6 HR A-6 Pro A-6 Com
7	Resources are available to support the RAWP	✓			
8	RAWP is approved by the Implementing Partner, if applicable			✓	
9	AWP is endorsed/agreed by the Project Board/Steering Committee, if applicable			✓	
10	Signature of the Project Manager/NPD available in the RAWP	✓			
	Results Related Issues:	Yes	No	N/A	
1	The AWP reflects overall priorities of the year	✓			
2	The activities are clearly defined (indicate what exactly will be done, to the point with expected timelines by quarter)	✓			
3	The activity lines spell out the geographic location wise intervention	✓			
4	Possible areas of collaboration with other projects have been considered in project activities	✓			
5	Outputs and activities are aligned to the UNDAF, CPD and project document (The listed activity/s can be directly attributed to the achievement of the expected country programme outputs)	✓			
6	The activity/s implemented with CSOs, academic institutions, other quasiGovernmental institutions, and other UN agencies as implementing partners are reflected in the work plans	✓			
7	A one page summary of intended/achievable results is attached	✓			B-7
8	The Outcome / Intermediate Outcomes and Outputs are correctly entered as per the language in the Results Framework	✓			
9	M&E plan attached and adequately budgeted in the AWP	✓			B-9
10	Field monitoring plan attached (for field-based project only)	✓			B-10
11	Risk Log, Issue Log, monitoring Log updated in ATLAS and attached with AWP	✓			B-11
12	Gender Marker is attributed in ATLAS	✓			
13	Lessons learned have been incorporated in the AWP, as per the last APR minutes	✓			B-13
14	Baseline, Target and Deliverables for 2020 are aligned to the Results Framework	✓			
15	Baseline data for each indicater have been collected	✓			

16	Annual target for each indicator has been set	✓			
17	3 to 5 annual key results have been identified and attached	✓			B-17
18	The Targets and baselines are gender-disaggregated where a population group is being measured	✓			

19	Articulation of results of the AWP has followed the SMART and RBM guidelines	✓			
20	Assumptions and risks specific to each output and outcome is contextualised and clearly spelt out	✓			B-20
21	Knowledge Management has been planned and budgeted	✓			
22	Generation and use of evidence – from monitoring, research and/or evaluation – has been considered	✓			
23	The Budget comply with the spirit of Results Based Budgeting (RBB)	✓			

Resources Related Issues:	Yes	No	N/A	
1	Total proposed budget for the AWP does not exceed approved total project budget	✓			
2	The AWP budget is within the scope of the funds availability/commitment (available Cash + Commitment)	✓			
4	Appropriate provisions are available according to the AWP Commisioning memo (Common cost, GMS, DPC, Communication, M&E etc.)	✓			
5	Updated list of Equipment assets with the project/Programme showing UNDP assets	✓			C-5
6	The summary page reflects the resources	✓			C-6

Remarks/Comments (including justification for returning to Programme cluster):

Reviewed by	Recommended by
Hamidur Rahman 24-Nov-2020 Admin and Finance Officer	Md. Monzurul Islam Kamal 24-Nov-2020 Programme Associate Md Mozammel Haque 24-Nov-2020

Cleared by Programme Cluster:	Cleared by Partnerships Cluster:
Ashekur Rahman Assistant Resident Representative Governance portfolio Date: 24-Nov-2020	24-Nov-2020 Date:

Signed by DRR/RR: Date: 25-Nov-2020

Clearance Certificate
Project Document (AWP)
or
Project/Budget Revision

SHORT TITLE: Efficient and Accountable Local Governance (EALG)

PROJECT NUMBER: <u>Award ID:</u> **00105480** Project ID: **00106748** (EALG) and **00121475** (EALG Covid-19)

(I) SUBMITTING PROGRAMME MANAGER: Md. Shariful Hoque
Project Coordinator, EALG Project

I have checked, and hereby certify, the following:

1. Reasons and justification for this revision are clearly indicated on the cover page. ☐
2. All relevant parties are in agreement with the revision: ☐
   - As is indicated in the justification, or
   - As per signature(s) obtained on the cover pate, or
   - As per written agreement as has been referenced in relevant signature block. ☐
3. An analysis of the budget increase/decrease (in case more than $10,000) has been made and is attached. ☐
4. The cover page and budget are according to standard format.

Signature: _____ Date: 18.11.2020

(II) CLUSTER HEAD: Ashekur Rahman, Assistant Resident Representative

Democratic Governance Cluster, UNDP- Bangladesh.

I have reviewed and hereby recommend approval of this Project Incitation Document/AWP/**Budget revision**

Signature: _____ Date: 24-Nov-2020

(III) BUSINESS DEVELOPMENT & PARTNERSHIPS:

CLEARANCE FROM DESK OFFICER	CLEARANCE FROM ARR
[ ] I have verified the attached submission and confirm that this PID/AWP/budget revision is in accordance with existing rules. [ ] Justification for return Khondker Pervez Ahmed Signature: _____ Date: 24-Nov-2020	Recommendation for approval Munir Hossain Signature: _____ Date: 24-Nov-2020

Recommended/Approved by DRR 25-Nov-2020   Van Nguyen

Approved by RR

Note: Please return Approved Budget Revision to Business Development & Partnerships who retains original and forwards copy to Programme Manager concern for his/her file and submission to national and, if applicable, UN agencies.

United Nations Development Programme
Budget Revision- "H"

UNDP

Bangladesh

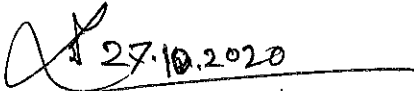| UNDAF Outcomes(s)/Indicators(s) *(Link to UNDAF outcome. If no UNDAF leave blank)*	Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups.
Expected Outcome(s)/Indicator(s): *(CPAP outcomes linked to the MYFF goal and service line)*	CPD Outcome 2: Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups.
Expected Output(s) /Annual Targets: *(CPAP outputs linked to the above CPAP outcome)*	Output 1.2: National and local government have the capacity to implement urban and rural poverty policies and programmes. Output 2.3: The Government has the capacity to develop policies and carry out sectoral and geographical interventions in districts where inequality of progress is evident.
Implementing partner:	Local Government Division, LGD
Responsible parties:	LGD and UNDP

Brief Description

Efficient and Accountable Local Governance (EALG) is a joint initiative of Government of Bangladesh, LGD and UNDP in collaboration with SDC and DANIDA to support Upazila Parisahd and Union Parishad to strengthen the capacities of local governments and other stakeholders to foster participatory local development service delivery for the SDGs. This project contains three components such as (1) Inclusive and Accountable Upazila Parishad (IAUZP), (2) Sustainable, Democratic Union Parishad (SDUP) and (3) Policy for Effective Local Governance (PELG). The first component has been designed to strengthen governance framework of Upazila Parishad for inclusive, effective and accountable planning and improved service delivery. Moreover, it will work to improve the financial management of Upazila Parishad for improved funding absorption capacity and accountability, strengthened downward accountability of the UZP Committees through effective and inclusive public engagement mechanisms and practices, and strengthened ability of Women Upazila Parishad Members to fulfil their role and duties in council work. The second component attempts to: i. strengthen the capacity of the Union Parishads to provide pro-poor, effective and accountable services; ii. make the Union Parishads (UP) more climate resilient through prioritizing resilience measures in the UP development plan; and iii. empower and institutionalize the space for the poor and marginalized citizens specially women to get engaged in the decision-making process of UP. The third component will provide policy support to the Government of Bangladesh for establishing effective local government irrespective of tiers.

Project activities have been expanded to Cox's Bazar district from 2019 for providing supports to the host communities after receiving additional fund from SDC. Similar activities will be implemented in the 12 Union and 2 Upazila Parishads of Cox's Bazar.

Programme Period: **5 years**

Programme Component: **Economic growth and poverty reduction**

Project Title: **Efficient and Accountable Local Governance (EALG)**

Award ID: **00105480**, Project ID: **00106748** and **00121475**

Project Duration: **2018 to 2022**

Management Arrangement: **National Implementation**

27.10.2020

Mustakim Billah Faruqui
Additional Secretary (UP Branch)
Local Government Division
&
National Project Director
EALG Project

Md. Shariful Hoque
Project Coordinator
EALG Project

EALG Total Summary of UNDP and Cost-Sharing inputs [as per attached budget]

	Original budget	Revised	Increase/(Decrease)
Donor	**Budget -G**	**Budget -H**	
TRAC I:	750,000.00	750,000.00	-
SDC:	4,017,294.00	4,017,294.00	-
DANIDA:	3,000,000.00	3,000,000.00	-
TRAC II:	-	250,000.00	250,000.00
Total	**7,767,294.00**	**8,017,294.00**	**250,000.00**

Justification for Budget Revision:

- Due to COVID 19 pandemic, some activities were not possible to implement. On the other hand, there were a repurposing on the budget for responding COVID 19 pandemic to provide health safety support to EALG stakeholders and beneficiaries. So, the budget revision is necessary.
- It may be mentioned that there is a change in the total project budget with this revision. The change has occurred mainly due to additional TRAC II allocation from UNDP for COVID 19 response.

Agreed by: (*National Project Director*): _27·10·2020_   Date: _27·10·2020_

25-Nov-2020

Agreed by (UNDP): _____   Date: _____

Van Nguyen

Deputy Resident Representative

Project ID: 00105480	
Output ID: 00106748 and 00121475	
Project/Programme Title:	
UNDAF Outcome:	Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups
Applicable Output(s) from the UNDP Strategic Plan:	Strengthen the capacities of local governments and other stakeholders to foster participatory local development service delivery for the SDGs.
CPD Outcome:	Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups
CPD Output(s):	1.2. National and local governments have the capacity to implement urban and rural poverty policies and programmes. 2.3 The government has the capacity to develop policies and carry out sectoral and geographical interventions in districts where inequality of progress is evident.

Revised Annual Work Plan (AWP) for 2020 (Version H)

Efficient and Accountable Local Governance (EALG)

EXPECTED OUTPUTS	Activity #	PLANNED ACTIVITIES	Timeframe Q1	Q2	Q3	Q4	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
Component 1												
Output 1: UZP Committees strengthened their horizontal coordination with line departments and oversight capacity and upward accountability with the District Development and Coordination committe for inclusive, effective and accountable service delivery Baseline: No Indicators: % of Upazila for which UZP and local functionaries of at least three transferred departments coordinate their activities at the District Development and Coordination Committee (at least twice a year). 2020 Target: 40%	1.1.3	Prepare guideline for UZP Development and Coordination Committee (UZDCC) aligning with Union Development Coordination Coommittee (UDCC)/Consultant		x		x	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	8,876
	1.1.3	Prepare guideline for UZP Development and Coordination Committee (UZDCC) aligning with Union Development Coordination Coommittee (UDCC)/Wrokshop					LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
	1.1.6	Organize Awarness Programme to address SDG's target					LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
	1.1.7	Action research and guideline development on achieving SDG's target				x	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	15,650
	1.1.10	Organize six monthly review/Annual Coordination meeting with UZPs at District level		x		x	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	17,100
	1.1.11	Support UZPs in preparing and publishing annual report		x	x		LGD - 8059	30000	10282-SDC	74200	74210-Printing and Publications	14,485
	1.1.12	International Study/Training (Climate Change, Local Governence and Decentralization)					UNDP-001981	30000	10282-SDC	71600	71610-Travel Tickets-Local	
	1.1.17	Capacity development of UZP functionaries on roles and responsibilities of UZPs			x		LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
	1.1.19	Support Upazila Parishads in developing short-medium planning and budgeting in a participatory manner linking with UP plans at Cox's Bazar					LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
	1.1.20	Support Upazila Parishads and Union Parishads in developing, managing and oversight of schemes at Cox's Bazar			x		LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	2,000
	1.1.22	Periodical Coordination Meeting at National and District Level with Relevent Stakeholders on Local Governence and Capacity Development issues					LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	

Revised Annual Work Plan (AWP) for 2020 (Version H)

EXPECTED OUTPUTS	Activity #	PLANNED ACTIVITIES	Q1	Q2	Q3	Q4	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
	1.1.22	Periodical Coordination Meeting at National and District Level with Relevent Stakeholders on Local Governence and Capacity Development issues					UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
	1.1.25	Quality Assurance, Technical Assistance, MIS, Monitoring, Evaluation and Media Support	x	x	x	x	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
Output-1.1 Sub-total :												58,111
Output 2: Upazila Parishad financial management, funding absorption capacity and financial accountability have improved Baseline: 0 Indicators: Public Financial Management (PFM) manual prepared, piloted (Number) Target: 1 Manual prepared	1.2.1	Develop Public Financial Management (PFM) Manual for UPs and UZPs					LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
	1.2.2	Develop Public Financial Management (PFM) & Monitoring software for LGIs/					UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	
	1.2.8	Developing database for mapping potential beneficiaries for different GO-NGO services (safety net programs) at Cox's Bazar				x	UNDP-001981	30000	10282-SDC	72100	72100-Contractual Services-Companies	47,000
	1.2.9	Support Upzila Parishads in developing effective coordination mechanism to avoid overlapping of services and establishing synergy among the service providers and other stakeholders at Cox's Bazar					LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
	1.2.10	Support Upazila Parishads in publishing Plan Books			x	x	LGD - 8059	30000	10282-SDC	74200	74210-Printing and Publications	26,324
	1.2.13	Enable the host community poor (specially youth and women) with income generating trainings at Cox's Bazar		x			LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	14,500
	1.2.14	Enable the host community poor (specially youth and women) with income and livelihoods inputs at Cox's Bazar			x		LGD - 8059	30000	10282-SDC	72500	Supplies	
	1.2.15	Improve coordination among GO-NGO service delivery agencies to enable them working for the host community at Cox's Bazar	x				LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	1,287
	1.2.16	Quality Assurance, Technical Assistance and Monitoring support	x	x	x	x	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	600
Output-1. 2 Sub-total :												89,711
Output 3 : UZP Committees strengthened their downward accountability through inclusive public engagement mechanisms and practices Baseline:14.3% Indicators: Open Budget and participatory Planning mechanisms in UP Act piloted, adapted and replicated in UZP Act. (percentage in project area) Target: 100% UZPs	1.3.3	Support Upazilas in preparing plans with citizen engagement and piloting of open budget session at UZP level					LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
	1.3.6	Promote citizen awareness on roles and functions of UZPs (Community meeting and development and dissemination of IEC materials)		x			LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
	1.3.7.1	District Facilitators -8 (17% for 12 Month of 2020)	x	x	x	x	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	27,098
	1.3.7.1	District Facilitators -Cox's Bazar 100%	x	x	x	x	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	19,925
	1.3.7.2	Capacity Development and Gender Officer-1 (17% for 12 Month of 2020)	x	x	x	x	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	7,392
	1.3.7.3	Monitoring, Evaluation and MIS Officer -1(17% for 12 Month of 2020)	x	x	x	x	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	3,038
	1.3.7.4	Knowledge Management and Communication Officer-1 (17% for 12 Month of 2020)	x	x	x	x	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	2,938

Revised Annual Work Plan (AWP) for 2020 (Version H)

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Activity #	Q1	Q2	Q3	Q4	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
	Mobile Telephone and Internet Charges	1.3.8	x	x	x	x	UNDP-001981	30000	10282-SDC	72400	72400-Comm	1,700
	Communication, Media, Visibility	1.3.10		x			UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	7,225
	Quality Assurance, Technical Assistance and Monitoring support	1.3.12	x	x	x	x	UNDP-001981	30000	10282-SDC	64300	Staff Mgmt Costs - IP Staff	
	Developing and dissemination of communication materials (brief, reports, success stories, photography, video, etc.)	1.3.13	x	x			UNDP-001981	30000	10282-SDC	74200	74200-Audio Visual & Print Prod Costs	5,000
	Use community radio, media, youth clubs, CBOs, CSOs, WDF and community leaders for social cohesion etc. at Cx's Bazar	1.3.18		x			LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
											Output-1.3 Sub-total :	74,316
Output 4: Women Upazila Parishads Members strengthened their ability to fulfil their roles and duties in council work Baseline: 28.6% Indicators: Percentage of women vice-chair and councilor trained and active in the Women Development Forums and percentage of men councilors sensitized Target: 90%	Develop a comprehensive guideline for upscaling of WDFs and disseminate to 551 WDFs in UZP and District level	1.4.1	x				LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
	Awareness campaign/training on gender equality and violence against women/Early Marriage/Dowry	1.4.3			x		LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
	Communication and dissemination of equality and gender development for training and campaign, e.g. poster, festoon, banner, story book, fact sheet, etc.	1.4.6			x		UNDP-001981	30000	10282-SDC	74200	74210-Printing and Publications	1,300
	Strengthening women leadership by providing training and capacity development initiatives	1.4.8		x			LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
	Support WDFs and women leadership through organizing bi-monthly meetings, training and learning visit for their active participation at LGIs	1.4.9	x	x	x	x	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	3,600
	Quality Assurance, Technical Assistance, Monitoring & Evaluation and Media Support	1.4.14	x	x	x	x	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	66,390
							Output 1.4 Sub-total :					
							Component 1 Sub-total : LGD - 8059					71,290
							Component 1 Sub-total : UNDP-001981					79,296
												214,132
					GMS (8%)		LGD - 8059	30000	10282-SDC	75100	75100-Facilities & Administration	6,344
					GMS (8%)		UNDP-001981	30000	10282-SDC	75100	75100-Facilities & Administration	17,131
											Component 1 Total GMS :	23,475
											Component 1 Total (including GMS) :	316,903
Component 2 (SDUP)												
Output 1: Capacity of targeted UPs is significantly strengthened to provide democratic, transparent, accountable, responsive and pro-poor services Baseline: 42.9% Indicators: % UPs ensured participation of poor and marginalized citizens at Ward Shava (Ward level meeting) and Open Budget Session Target:	Organize Training for weaker UPs on SC, Open Budget and Planning at Selected UP level/Support UPs/UP functionaries through organizing necessary training, tax awareness/tax fair, learning visits, etc.	2.1.1					LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	
	Provide technical assistance to hold Ward Shava and open budget for selected Ups (240*9 Ward of UPs)	2.1.2		x			LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	147,800

Revised Annual Work Plan (AWP) for 2020 (Version H)

EXPECTED OUTPUTS	Activity #	PLANNED ACTIVITIES	Q1	Q2	Q3	Q4	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
40% UPs	2.1.3	Mobile Telephone and Internet Charges	x	x	x	x	UNDP-001981	30000	00095-DANIDA	72400	72400-Comm	1,500
	2.1.4	Capacity building/ Training/ Orientation to UP functionaries			x	x	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	15,000
	2.1.8	Support Union Parishad in publishing Annual Report etc.		x	x		LGD - 8059	30000	00095-DANIDA	74200	74210-Printing and Publications	28,100
	2.1.9	Capacity Strenthening Assistance/Developing Web based MIS	x	x	x	x	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants	18,946
	2.1.9	Capacity Strenthening Assistance/Developing Web based MIS/installing revelent software					UNDP-001981	4000	TRAC	72100	72100-Contracutal Services-Companies	
	2.1.10.1	District Facilitators - 8 (83% for 12 Month of 2020)	x	x	x	x	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	132,302
	2.1.10.2	Capacity Development and Gender Officer- 1 (83% for 12 Month of 2020)	x	x	x	x	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	36,087
	2.1.10.3	Monitoring, Evaluation and MIS Officer- 1 (83% for 12 Month of 2020)	x	x	x	x	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	14,832
	2.1.10.4	Knowledge Management and Communication Officer-1 (83% for 12 Month of 2020)	x	x	x	x	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	14,341
		Output-2.1 Sub-total :										408,908
Output 2: UPs are increasingly investing in climate resilience by identifying and prioritizing resilience measures in the UP development plan and their implementation Baseline: 14.3% Indicators: % of climate vulnerable UPs with climate resilient measures integrated into their five-year development plan. Target: 30%	2.2.1	Training on resilience and climate change adaptation plan at selected UP level (Consultant for developing training manual and material, Printing of training manual and material, Training for 15 UPs in each district)		x			LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	
	2.2.2	Developing and dissemination of communication materials (brief, reports, success stories, photography, video, etc.)	x	x	x	x	UNDP-001981	30000	00095-DANIDA	74200	74200-Audio Visual & Print Prod Costs	5,000
	2.2.3	Quality Assurance, Technical Assistance, Monitoring & Evaluation and Media Support	x	x	x	x	UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	24,600
	2.2.6	Organize six monthly review/ Annual Coordination meeting with UPs at UZP level/Periodical coordination meeting with field staff of line agencies at UP level		x	x		LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	10,600
	2.2.3	Support UPs to develop five-year plan addressing SDGs	x	x			LGD - 8059	30000	00095-DANIDA	74200	74200-Audio Visual & Print Prod Costs	49,033
	2.2.4	International Study/Training (Climate Change, Local Governance and Decentralization)					UNDP-001981	30000	00095-DANIDA	71600	71610-Travel Tickets-Local	
		Output-2.2 Sub-total :										89,233
Output 3: Poor and marginalized citizens, including women, are empowered to make decisions on local development and political participation Baseline:18.7% Indicator: % of women and marginalized citizens taking part in Ward Shava Target:15% UPs	2.3.5	Training on inclution of SDGs issues in their planning process for all women elected respectives of UP level/Organize awareness campaign on women rights and rights of vulnerable people/Organize social audit by engaging CSOs at UP level					LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	
	2.3.5	Communication and dissemination of equality and gender development for training and campaign at UP level ((13 each from 251 UPs at UP levels)				x	UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	

Revised Annual Work Plan (AWP) for 2020 (Version H)

EXPECTED OUTPUTS	Activity #	PLANNED ACTIVITIES	Q1	Q2	Q3	Q4	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
					Output-2.3 Sub-total :							--
Output 4: Policy dialogue at national and local level engaging civil society and other stakeholders initiated to promote democratic and accountable service delivery at the local level	2.4.5	Midterm Evaluation		x	x	x	UNDP-001981	30000	00095-DANIDA	72100	72100-Contractual Services-Companies	75,000
Baseline: No Indicators: Number of measures (memos/ circulars/ guidelines) issued by LGD on the issues including fiscal flow to UP, UP taxation and assignment of health and education services to UP	2.4.5	Midterm Evaluation					UNDP-001981	4000	TRAC	71300	71300-Local Consultants	
	2.4.3	Workshop on Studies Report					LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	
	2.4.7	Communication and Dissemination (Electronic Media)		x	x		UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants	4,900
Target: 2 measures					Output-2.4 Sub-total :							79,900
					Component 2 Sub-total : LGD - 8059							250,533
					Component 2 Sub-total : UNDP-001981							327,508
					Component 2 Sub-total : TRAC							--
					GMS (8%)		LGD - 8059	30000	00095-DANIDA	75100	75100-Facilities & Administration	20,043
					GMS (8%)		UNDP-001981	30000	00095-DANIDA	75100	75100-Facilities & Administration	26,201
							Component 2 Total GMS :					46,244
							Component 2 Total (including GMS) :					624,285
Component 3												
Output 1: Functional assignment of UP, UZP and Zila Paishada are clarified for at least three transferred subjects	3.1.1	Conduct study on exploring potentials and challenges of integration of the UP, UZP and ZP Planning process	x	x			UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	12,736
Baseline: No Indicators: Ways and mechanisms of integration and supplementation of UZP plans and plans of transferred departments are identified for more effective service provision.	3.1.2	Study to examine scopes and areas for fiscal decentralization for LGIs (continued)	x		x	x	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	10,000
	3.1.3	Develop policy brief on local resources mobilization (Continued)	x		x	x	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	9,434
Target: 1	3.1.7	Support to Policy Advisory Group (PAG) Meeting	x	x	x	x	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	1,000
					Output-3.1 Sub-total :							33,170
Output 2: Public engagement strategies of UP/UZP/ZP have become strengthened through overcoming institutional and structural challenges Baseline: 42.9%(there was a misconception in baseline survey so data is wrong)	3.2.1	Provide Research Grants to the relevent institutions (NILG, IBS, BARD, & CGS) for encouraging young researchers to conduct researches on LGIs	x	x	x	x	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	22,000
Indicators: Percentage of people from different ethnic group attended in Open budget/Ward Shava	3.2.1	Provide Research Grants to the relevent institutions (NILG, IBS, BARD, & CGS) for encouraging young researchers to conduct researches on LGIs	x	x	x	x	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
Target: 20%	3.2.1	Provide Research Grants to the relevent institutions (NILG, IBS, BARD, & CGS) for encouraging young researchers to conduct researches on LGIs	x	x	x	x	LGD - 8059	4000	TRAC	75700	75700-Training, Workshops and Confer	
	3.2.2	Conduct study on challenges of female members' participation and engagement in the activities of UP/UZP/ZP	x	x	x	x	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants	9,015

Revised Annual Work Plan (AWP) for 2020 (Version H)

EXPECTED OUTPUTS	Activity #	PLANNED ACTIVITIES	Timeframe Q1	Q2	Q3	Q4	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
	3.2.4	Organize Seminar on the Study of uniform Legal framework for LGI's					LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
	3.2.4	Organize Seminar on the Study of uniform Legal framework for LGI's					LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	
	3.2.6	Workshop on Dialogues with the government and political parties on issue of female's participation in the political process.					LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	
						Output-3.2 Sub-total :						31,015
Output 3: UP/UZP committees and inter-ministerial coordination committee is strengthened for better performance of LG bodies. Baseline: No Indicators: Clarification of the roles and responsibilities of UP and UZP committees including the coordination with line ministry officers Target: 1	3.3.3	Training on inclution of SDGs issues in their planning process for all women elected respectives of UP level/Organize awareness campaign on women rights and rights of vulnerable people/Organize social audit by engaging CSOs at UP level/SDG Localization Survey					UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	
						Output-3.3 Sub-total :						-
						Component 3 Sub-total : LGD - 8059/10282-SDC						1,000
						Component 3 Sub-total : LGD - 8059/00095-DANIDA						22,000
						Component 3 Sub-total : UNDP-001981/10282-SDC						32,170
						Component 3 Sub-total : UNDP-001981/00095-DANIDA						9,015
						Component 3 Sub-total : TRAC						-
						GMS (8%)	LGD - 8059	30000	10282-SDC	75100	75100-Facilities & Administration	80
						GMS (8%)	LGD - 8059	30000	00095-DANIDA	75100	75100-Facilities & Administration	1,760
						GMS (8%)	UNDP-001981	30000	10282-SDC	75100	75100-Facilities & Administration	2,574
						GMS (8%)	UNDP-001981	30000	00095-DANIDA	75100	75100-Facilities & Administration	722
						Component 3 Total GMS :						5,136
						Component 3 Total (including GMS) :						69,321
Component 4 : Project Management												
Output . Efficient Project Management		Project Management Staff										
	4.1	Project Coordinator	x	x	x	x	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	40,094
	4.1	Project Coordinator	x	x	x	x	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	8,212
	4.2	Policy and Coordination Specialist	x	x	x	x	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	49,674

Revised Annual Work Plan (AWP) for 2020 (Version H)

EXPECTED OUTPUTS	Activity #	PLANNED ACTIVITIES	Q1	Q2	Q3	Q4	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
	4.3	Finance and Admin Associate	x	x	x	x	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	14,341
	4.3	Finance and Admin Associate		x	x	x	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	2,937
	4.4	Finance and Admin Officer				x	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	2,102
	4.4	Finance and Admin Officer			x	x	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	
	4.5	Project Assistant / Secretary (2)	x	x	x	x	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	19,544
	4.5	Project Assistant / Secretary (2)	x	x	x	x	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	4,003
	4.7	Strengthening Financial Management of the Project	x	x	x	x	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	
	4.8	Finance Support Expert	x	x	x	x	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	2,600
	4.9	Driver	x	x	x	x	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	5,690
	4.9	Driver	x	x	x	x	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	27,780
	4.1	Driver (Out soursing)	x	x	x	x	UNDP-001981	30000	10282-SDC	72100	72100-Contractual Services-Companies	48,120
	4.11	Contrib.To CO Common Security	x	x	x	x	UNDP-001981	30000	00095-DANIDA	74300	Contributions	6,000
	4.12	Non-Recurrent Payroll - NP Stf	x	x	x	x	UNDP-001981	30000	00095-DANIDA	63130	Contrib Dispensary Cost-NP Stf	3,430
	4.12	UN Clinic	x	x	x	x	UNDP-001981	30000	00095-DANIDA	63300	63360-Medical Exams (incl Pre-empl)	2,500
Output-4.1 Sub-total :												237,027
Office Management and Maintenance												
	4.14	Office Rent	x	x	x	x	LGD - 8059	30000	00095-DANIDA	73100	73100-Rental & Maintenance-Premises	12,000
	4.14	CUSTODIAL CLEANING SERVICES	x	x	x	x	UNDP-001981	30000	00095-DANIDA	73100	73100-Rental & Maintenance-Premises	650
	4.14	Common Service cost recovery	x	x	x	x	UNDP-001981	30000	10282-SDC	73100	73125-Common Services-Premises	15,650
	4.15	Equipment and Logistics	x	x	x	x	UNDP-001981	30000	10282-SDC	72800	72800-Communications & IT Equipments	5,000
	4.15	Equipment and Logistics	x	x	x	x	UNDP-001981	30000	00095-DANIDA	72800	72800-Communications & IT Equipments	10,000
		Equipment and Logistics	x	x	x	x	LGD - 8059	30000	00095-DANIDA	72800	72800-Communications & IT Equipments	655
	4.16	Equipment and Logistics/Motorcycle Procurement	x	x	x	x	UNDP-001981	30000	00095-DANIDA	72200	Machinery and Equipment	5,000
	4.17	Operation, Maintenance of Vehicle	x	x	x	x	LGD - 8059	30000	10282-SDC	72300	72311-Fuel, petroleum and other oils	10,000

EXPECTED OUTPUTS	Activity #	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
			Q1	Q2	Q3	Q4						
	4.17	Operation, Maintenance of Vehicle	×	×	×	×	LGD - 8059	30000	00095-DANIDA	72300	72311-Fuel, petroleum and other oils	8,000
	4.18		×	×	×	×	LGD - 8059	30000	00095-DANIDA	72400	Communic & Audio Visual Equip	5,000
	4.18		×	×	×	×	UNDP-001981	30000	00095-DANIDA	72400	Communic & Audio Visual Equip	1,400
	4.18		×	×	×	×	UNDP-001981	30000	10282-SDC	72400	Communic & Audio Visual Equip	5,000
	4.18	Operation Maintenance, Office Equipment, Utilities, Phone Bill, Internet, Electricity, Cleaning, Renovation, etc.	×	×	×	×	UNDP-001981	30000	00095-DANIDA	73400	73406-Maintenance of Equipment	10,000
	4.18		×	×	×	×	UNDP-001981	30000	10282-SDC	73400	73406-Maintenance of Equipment	2,000
	4.18		×	×	×	×	LGD - 8059	30000	00095-DANIDA	73400	73406-Maintenance of Equipment	6,000
	4.18		×	×	×	×	UNDP-001981	30000	10282-SDC	72500	72505-Stationery & other Office Supp	3,000
	4.18		×	×	×	×	LGD - 8059	30000	00095-DANIDA	72500	72505-Stationery & other Office Supp	4,000
	4.19	Miscellaneous	×	×	×	×	LGD - 8059	30000	00095-DANIDA	74500	74000-Miscellaneous Operating Expens	150
	4.20	Annual Report/other Printing and Publications	×	×	×	×	LGD - 8059	30000	00095-DANIDA	74200	74210-Printing and Publications	
	4.21	Coordination, PSC, PB, Staff orientation Meeting and others	×	×	×	×	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	1,500
	4.21	Coordination, PSC, PB, Staff orientation Meeting and others	×	×	×	×	UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	17,750
			×	×	×	×	UNDP-001981	30000	00095-DANIDA	72700	72700 Hospitality/Catering	1,150
	4.22	Annual planning workshop	×	×	×	×	UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	12,379
	4.24	Travel Local	×	×	×	×	UNDP-001981	30000	00095-DANIDA	71600	71610-Travel Tickets-Local	23,000
	4.24	Travel Local	×	×	×	×	LGD - 8059	30000	00095-DANIDA	71600	71610-Travel Tickets-Local	7,000
	4.24	Travel Local	×	×	×	×	UNDP-001981	30000	10282-SDC	71600	71610-Travel Tickets-Local	10,000
	4.25	Audit	×	×	×	×	UNDP-001981	30000	00095-DANIDA	74100	74110-Audit Fees	1,000
	4.26	Distribution of preventive materials, hand washing facilities and support to raising awareness for COVID 19 response	×	×	×	×	LGD - 8059	30000	00095-DANIDA			33,071
	4.26	Distribution of preventive materials, hand washing facilities and support to raising awareness for COVID 19 response	×	×	×	×	UNDP-001981	30000	00095-DANIDA			83,896
	4.27	Distribution of preventive materials, hand washing facilities and support to raising awareness for COVID 19 response	×	×	×	×	LGD - 8059	30000	10282-SDC			18,411
	4.27	Distribution of preventive materials, hand washing facilities and support to raising awareness for COVID 19 response	×	×	×	×	UNDP-001981	30000	10282-SDC			63,905

Revised Annual Work Plan (AWP) for 2020 (Version H)

EXPECTED OUTPUTS	Activity #	PLANNED ACTIVITIES	Timeframe Q1	Q2	Q3	Q4	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
	4.28	Distribution of preventive materials, hand washing facilities and support to raising awareness for COVID19 response			x	x	LGD - 8059	4000	TRAC I			63,047
	4.28	Distribution of preventive materials, hand washing facilities and support to raising awareness for COVID19 response			x	x	UNDP-001981	4000	TRAC I			41,953
	4.29	Distribution of preventive materials, hand washing facilities and support to raising awareness for COVID19 response			x	x	UNDP-001981	4010	TRAC II			250,000
		Output-4.2 Sub-total :										731,567
		Component 4 Sub-total : LGD - 8059/10282-SDC										28,411
		Component 4 Sub-total : LGD - 8059/00095-DANIDA										77,376
		Component 4 Sub-total : UNDP-001981/10282-SDC										178,219
		Component 4 Sub-total : UNDP-001981/00095-DANIDA										329,588
		Component 4 Sub-total : LGD - 8059/TRAC										63,047
		Component 4 Sub-total : UNDP-001981/TRAC										41,953
		Component 4 Sub-total : UNDP-001981/TRAC II										250,000
			GMS (8%)				LGD - 8059	30000	10282-SDC	75100	75100-Facilities & Administration	2,273
			GMS (8%)				LGD - 8059	30000	00095-DANIDA	75100	75100-Facilities & Administration	6,191
			GMS (8%)				UNDP-001981	30000	10282-SDC	75100	75100-Facilities & Administration	14,258
			GMS (8%)				UNDP-001981	30000	00095-DANIDA	75100	75100-Facilities & Administration	26,368
										Component 4 Total GMS :		49,090
										Component 4 Total (including GMS) :		1,017,684
									withouth GMS Grand Total Component (1 + 2 + 3 + 4) of Total Items Activities			1,904,248
										Grand Total of GMS		123,945
										Grand Total		2,028,193

	Budget	8% GMS NEX	% GMS DC	Total	Total with COVID-19
Component 1 (10282-SDC)	293,428	6,344	17,131	316,903	775,027.00
Component 2 (00095-DANIDA and TRAC)	578,041	20,043	26,201	624,285	660,022.00
Component 3 (10282-SDC, 00095-DANIDA and TRAC)	64,185	1,840	3,296	69,321	145,686.00
Component 4 (10282-SDC, 00095-DANIDA and TRAC)	968,594	8,464	40,626	1,017,684	447,458.00
Total	1,904,248	36,691	87,254	2,028,193	2,028,193.00

DONORS:

Total Budget by Fund & Donors		Total
	TRAC I	105,000
	TRAC II	250,000
	SDC	575,888
	DANIDA	1,097,305
	Total	2,028,193

Revised Annual Work Plan (AWP) for 2020 (Version H)

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Activity #	Timeframe Q1 Q2 Q3 Q4	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Total Amount in (USD) 2020
	Implementing Agency			Total					
	Total by Implementing Agency			UNDP DCOS :	1,469,839				
				NIM DP :	-				
				NIM :	558,354				
	Total Project Budget: (US$)				2,028,193				

National Project Director
Signature and Date

(signature)
27.10.2020
Md. Shariful Hoque
Project Coordinator
EALG Project

Resident Representative
Title, Signature & Date

(signature)
25-Nov-2020
Van Nguyen
Deputy Resident Representative
UNDP Headquarters

(signature)
27.10.2020
Mustakim Billah Faruqui
Additional Secretary (UP Branch)
Local Government Division
&
National Project Director
EALG Project

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.

Project ID: 00105480
Output ID: 00106748 and 00121475
Project/Programme Title:
UNDAF Outcome:
Applicable Output(s) from the UNDP Strategic Plan:
CPD Outcome:
CPD Output(s):

Multi-Year Work Plan for the Period of 2018 - 2022 : Version - H

Efficient and Accountable Local Governance (EALG)

People: All people have equal rights, access and opportunities

Strengthen the capacities of local governments and other stakeholders to foster participatory local development service delivery for the SDGs.

Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups

1.2. National and local governments have the capacity to implement urban and rural poverty policies and programmes.

EXPECTED OUTPUTS — Components or major interim Results of the project ; To be shown as Activities in Atlas	PLANNED ACTIVITIES — Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Activity #	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years) 2018	2019	2020	2021	2022	Amount (USD)
Component 1													
Output 1: UZP Committees strengthened their horizontal coordination with line departments and oversight capacity and upward accountability with the District Development and Coordination Committee. Baseline: 0% Indicators:# of Upazila for which UZP and local functionaries of at least three transferred departments coordinate their activities at the District Development and Coordination Committee (at least twice a year). 2018 Target / Deliverables: 25%	1. Planned Activities:												
	Develop Terms of References (ToRs) for UZP Committees	1.1.1	LGD - 8059	4000	TRAC	75700	75700-Training, Workshops and Confer	-			-	73,368	73,368
	Issuance of circular to clarify the mandates of UZP Committees	1.1.2	LGD - 8059	4000	TRAC	75700	75700-Training, Workshops and Confer	-			-	67,667	67,667
	Prepare guideline for UZP Development and Coordination Committee	1.1.3	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				20,000	20,000	40,000
	Prepare guidelines for UZP Committee for planning and service delivery to oversight the piloted and disseminated (16 selected UZPs of 8 selected districts)	1.1.4	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	-		8,876	10,000	10,000	28,876
	Develop policy paper on horizontal coordination and oversight functions of UZP Committees	1.1.5	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	-			30,000	40,000	70,000
	Action research and guideline development on achieving SDG's target	1.1.6	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	-		15,650	-		15,650
	Organize awareness programme to address SDGs target	1.1.7	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	12,696	14,000			-	26,696
	Annual Workshop for each district on coordination	1.1.8	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	12,260	11,000		8,000	-	31,260
	Organize stakeholders' consultation workshops with UZP's planning guideline at district level	1.1.9	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer		8,700		10,000	10,000	28,700
	Organize six monthly review meeting with UZPs at District level	1.1.10	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	10,655		17,100	10,000	8,000	45,755
	M & E, Project team field visit and other national travel	1.1.11	UNDP-001981	30000	10282-SDC	71600	71600-Travel		20,000		2,000	2,000	24,000
	Advocacy with LGD for issuance of a circular on co-financing	1.1.12	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				-	-	-

Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity #	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	2018	2019	2020	2021	2022	Amount (USD)
	1.1.13	Coordination Meeting with UGDP/ LGSP and other relevant actors	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	5,271			3,000	-	8,271
	1.1.14	Research/ dialogue/ meeting to support LGD for developing a uniform legal framework for LGIs	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				-	-	-
	1.1.15	Assist Upazila Parishad and Union Parishad in their planning process	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				-	-	-
	1.1.16	Support UZPs in preparing and publishing annual report	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer			14,485	12,000	-	26,485
	1.1.17	Periodical coordination meeting with	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	2,000	5,000		8,000	8,000	23,000
	1.1.18	Project Staff	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	2,000	4,000				6,000
	1.1.19	Meeting with LGD MIE wing and improve staff capacity to handle web-based MIS.	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				-	-	-
	1.1.20	Follow-up with LGD and support NILG to implement Capacity Development Framework of LGIs.	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				-	-	-
	1.1.21	Review the CD Framework and prepare a popular version in Bangla	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	7,000			-	-	7,000
	1.1.22	Publication and dissemination of the CD Framework	UNDP-001981	30000	10282-SDC	74200	74210-Printing and Publications				-	-	-
	1.1.23	TOT for developing a Master Trainers Pool to provide training/ orientation at UP and UZP level for SDG localization.	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	19,880	126,000		-	-	145,880
	1.1.24	Stock-taking and Mapping in selected UP & UZPs and Develop an action plan	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants				53,050	-	53,050
	1.1.25	Formation of a Monitoring group for progress monitoring	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				-	-	-
	1.1.26	International Study/training (Climate Change, Local Governance and Decentralziation)	UNDP-001981	30000	10282-SDC	71600	71600-Travel		33,000		-	-	33,000
			UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer		1,150				1,150
			UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants		6,100				6,100
	1.1.27	Exposure visits (National and international)	LGD - 8059	4000	TRAC	75700	75700-Training, Workshops and Confer	-			50,000	-	50,000
	1.1.28	Project Closure Workshop	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	-			-	17,850	17,850

EXPECTED OUTPUTS	PLANNED ACTIVITIES		Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)					Amount (USD)
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity #	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas						2018	2019	2020	2021	2022	
	1.1.29	Consultation and sharing meeting with relevant stakeholders on CDF of LGIs	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer						-
	1.1.30	International study/training (climate change, local governance and decentralziation)	UNDP-001981	30000	10282-SDC	71600	71600-Travel						-
	1.1.31	Capacity development of UZP functionaries (elected representatives & officials) through training and learning visits	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer		42,500				42,500
	1.1.32	Support Upazila Parishads in developing short-medium planning and budgeting in a participatory manner linking with UP plans at Cox's Bazar	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer						-
	1.1.33	Support Upazila Parishads and Union Parishads in developing, managing and oversight of schemes at Cox's Bazar	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer		-	2,000			2,000
	1.1.34	Facilitate to activate SC meetings in UZPs to formulate the current needs into their annual planning process	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer						-
	1.1.35	Travel	LGD - 8059	30000	10282-SDC	71600	Travel	1,904	8,000				9,904
	1.1.36	Communic & Audio Visual Equipment	LGD - 8059	30000	10282-SDC	72400	Communic & Audio Visual Equip	1,714	3,000				4,714
	1.1.37	Supplies	LGD - 8059	30000	10282-SDC	72500	Supplies	952	4,700				5,652
	1.1.38	Rental & Maintenance-Premises	LGD - 8059	30000	10282-SDC	73100	Rental & Maintenance-Premises	8,800	6,200				15,000
		Quality Assurance, Technical Assistance and Monitoring support	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer				26.000		
	1.1.39	Fuel, petroleum and other oils	LGD - 8059	30000	10282-SDC	72300	72311-Fuel, petroleum and other oils		11,000				11,000
	1.1.40		UNDP-001981	30000	10282-SDC	73400	Maintenance of Equipment		4,166				4,166
		Maintenance of Equipment	UNDP-001981	30000	10282-SDC	74200	74210-Printing and Publications		1,531				1,531
			UNDP-001981	30000	10282-SDC	74500			8,000				8,000
			LGD - 8059	30000	10282-SDC	73400	Maintenance of Equipment	580	2,000				2,580
		Output-1 Sub-total :						85,712	306,047	58,111	256,050	256,885	962,805
		GMS (8%)	UNDP-001981	30000	10282-SDC	75100	75100-Facilities & Administration	6,857	24,484	58,111	14,404	9,268	55,013
		Output 1 Sub-total (including GMS)						92,569	330,531	58,111	270,454	266,153	1,017,818
Output 2: UZP Financial management is strengthened for improved funding absorption	1.2.1	Develop Public Financial Management (PFM) Manual for UPs and UZPs	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				-		-

| EXPECTED OUTPUTS | Activity # | PLANNED ACTIVITIES | Responsible Party | Fund Code | Donor | Budget Code | Budget Description | Planned Budget (5 Years) | | | | | Amount (USD) |
Components or major interim Results of the project ; To be shown as Activities in Atlas		Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas						2018	2019	2020	2021	2022	
capacity and accountability Baseline: 0 Indicators: Public Financial Management (PFM) manual prepared, piloted (Number) Target: 1 Manual prepared	1.2.2	Develop Public Financial Management (PFM) & Monitoring software for LGIs	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants					-	-
	1.2.3	Support Upzila Parishads in developing effective coordination mechanism to avoid overlapping of services and establishing synergy among the service providers and other stakeholders at Cox's Bazar	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer					-	-
	1.2.4	Support Upazila Parishads in publishing Plan Books engaging LGIs	LGD - 8059	30000	10282-SDC	74200	74210-Printing and Publications		7,500	26,324	8,000	-	41,824
	1.2.5	Installation of SDG information board at UZP levels in Cox's Bazar	LGD - 8059	30000	10282-SDC	72400	72445-Communications		12,500		-	-	12,500
	1.2.6	Enable the host community poor (specially youth and women with income generating trainings at Cox's Bazar	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer		5,000	14,500	-	-	19,500
	1.2.7	Enable the host community poor (specially youth and women) with income and livelihoods inputs at Cox's Bazar	LGD - 8059	30000	10282-SDC	72500	Supplies					-	-
	1.2.8	Improve coordination among GO-NGO service delivery agencies to enable them working for the host community at Cox's Bazar	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer			1,287			1,287
	1.2.9	Quality Assurance, Technical Assistance and Monitoring support	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	25,000		600	22,000	22,500	70,100
	1.2.9	Developing database for mapping potential beneficiaries for different GO-NGO services (safety net programs) at Cox's Bazar	UNDP-001981	30000	10282-SDC	72100	72100-Contractual Services-Companies			47,000			47,000
	1.2.10	Field Monitoring	UNDP-001981	30000	10282-SDC	71600	71600-Travel	10,000			5,000	5,000	20,000
	1.2.11		UNDP-001981	4000	TRAC	71600	71600-Travel	-			35,000		35,000
		Output-2 Sub-total :						35,000	25,000	89,711	70,000	27,500	247,211
		GMS (8%) SDC	UNDP-001981	30000	10282-SDC	75100	75100-Facilities & Administration	2,800	2,000		2,800	2,200	9,800
		Output 2 Sub-total (including GMS)						37,800	27,000	89,711	72,800	29,700	257,011
Output 3: Downward accountability of the UZP Committees is strengthened through effective and inclusive public engagement mechanisms and practices	1.3.1	Support Upazilas in preparing plans with citizen engagement and piloting of open budget session at UZP level	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer		3,000		10,000	-	13,000
	1.3.2		LGD - 8059	4000	TRAC	75700	75700-Training, Workshops and Confer				54,000	10,000	64,000

EALG_Multi-Year_2018-2022 Plan_Final

EXPECTED OUTPUTS

Components or major interim Results of the project ; To be shown as Activities in Atlas

Outcome: 0/6
Indicators: Open Budget and participatory Planning mechanisms in UP Act piloted, adapted and replicated in UZP Act. (percentage in project area) Target: 50% UZPs

Activity #	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	2018	2019	2020	2021	2022	Amount (USD)
1.3.3	Support UZP & UP in enhancing citizen's awareness on UZP & UP and in conducting public hearing	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer		3,000		10,000	10,000	23,000
1.3.4	Support UZPs in holding sector-wise community meetings for prioritizing development needs at Cox's Bazar	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer		2,000				2,000
1.3.5	Use community radio, media, youth clubs, CBOs, CSOs, WDF and community leaders for socail cohesion etc. at Cx's Bazar	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer		39,000				39,000
1.3.6	Conduct study to explore the potential of CSOs and Local Media engagement in UZP Comittees	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants				-	-	-
1.3.7	Introduction of Service Provision Charter RTI and Service Charter provision in UZP	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				-	-	-
1.3.8	Meetings with stakeholders for preparing of UZP Plan	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				-	-	-
1.3.9	Support UZPs in conducting public hearing, media briefing and use of community radio and social media for wider transparency and accountability	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	2,000			20,000	20,000	42,000
1.3.10	Public/youth engagement in 16 UZP with new innovations	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				-	-	-
1.3.11	Promote citizen awareness on roles and functions of UZPs (Community meeting and development and dissemination of IEC materials)	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				12,000	12,000	24,000
1.3.12		LGD - 8059	30000	10282-SDC	72400	72445-Communications	15,422	2,000		-	-	17,422
	Communication, Media, Visibility	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants			7,225			
1.3.13		UNDP-001981	30000	10282-SDC	72400	72445-Communications	7,000	5,000				12,000
1.3.14	Midterm Evaluation	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	-			-	-	-
1.3.15	Final Evaluation	UNDP-001981	4000	TRAC	71300	71300-Local Consultants	-			25,000	27,500	52,500
1.3.16		UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants	-			-	7,500	7,500
1.3.17	Citizens Perceptions Survey (UZFs and UPs)	UNDP-001981	4000	TRAC	71300	71300-Local Consultants	-			5,000	5,000	10,000
1.3.18	Programme personnel									-		-

Planned Budget (5 Years)

EXPECTED OUTPUTS — Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity #	PLANNED ACTIVITIES — Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	2018	2019	2020	2021	2022	Amount (USD)
	1.3.19	District Facilitators -8 (50%)	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	32,334	58,000	27,098	88,342	88,342	294,116
	1.3.20	District Facilitators -Cox's Bazar	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals		4,000	19,925	20,035	10,017	53,977
	1.3.21	Capacity Development and Gender Officer-1 (50%)	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	14,193	20,000	7,392	24,097	48,193	113,875
	1.3.22	Monitoring, Evaluation and MIS Officer-1 (50%)	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	4,031	12,000	3,038	12,509	25,019	56,597
	1.3.23	Knowledge Management and Communication Officer-1 (50%)	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	5,467	9,000	2,938	9,576	9,576	36,557
	1.3.24	Quality Assurance, Technical Assistance and Monitoring support	UNDP-001981	30000	10282-SDC	64300	Staff Mgmt Costs - IP Staff	10,000	54,000		10,000	10,000	84,000
	1.3.25	Hiring a National Consultant for Photo Documentation of EALG project activities	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants		3,000				3,000
	1.3.26	Hiring a National Consultant for Article writer for producing content based on achievements of EALG project	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants		2,500				2,500
	1.3.27	Hiring a National Consultant of a Videographer for producing audio visuals (2 videos) on EALG project	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants		6,000				6,000
		Mobile Telephone and Internet Charges	UNDP-001981	30000	10282-SDC	72400	72400-Comm			1,700			1,700
	1.3.28	Developing and dissemination of communication materials (brief, reports, success stories, etc.)	UNDP-001981	30000	10282-SDC	74200	74200-Audio Visual & Print Prod Costs	5,000	2,000	5,000	5,000	5,000	22,000
		Output-3 Sub-total :	UNDP-001981	30000	10282-SDC	75100	75100-Facilities & Administration	95,447	224,500	74,316	305,559	288,147	987,969
		GMS (8%) SDC	UNDP-001981	30000	10282-SDC			7,636	17,960		16,924.72	18,851.76	61,372
						Output 3 Sub-total (including GMS)		103,083	242,460	74,316	322,484	306,999	1,049,341
Output 4: The ability of Women Upazila Parishads Members to fulfil their role and duties in council work strengthened Baseline: 0% Indicators: Percentage of women vice-chair and councilor trained and active in the Women Development Forums and percentage of men councilors sensitized 2018 Target /	1.4.1	Develop a comprehensive guideline for upscaling of WDFs and disseminate to 551 WDFs in UZP and District level	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	2,000			80,000	-	82,000
	1.4.2	Capacity enhancement of WDFs and women leadership through organizing bi-monthly meetings, training and learning visit for their active participation at LGIs	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer		20,000	3,600	80,000		103,600

EXPECTED OUTPUTS — Components or major interim Results of the project : To be shown as Activities in Atlas	Activity #	PLANNED ACTIVITIES — Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	2018	2019	2020	2021	2022	Amount (USD)
Deliverables: 40%	1.4.3	Provide training to UZP Vice Chairs (female) and UP female members on addressing SDGs' targets in planning process at selected UZP level	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				61,991	-	61,991
	1.4.4	Provide training to UZP Vice Chairs (female) and UP female members on addressing various social issues (VAW, early marriage, dowry, etc.)	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	-			30,000	21,638	51,638
	1.4.5	Provide gender awareness and analysis training for male councilors/representatives from selected UP & UZP	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	144,897			-	-	144,897
	1.4.6	Studies and policy papers on women empowerment	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	-			17,000	11,380	28,380
	1.4.7	Activation of WDF in selected 16 UZPs	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	10,225			3,000	2,000	15,225
	1.4.8	Communication and dissemination of equality and gender development for training and campaign, e.g. poster, festoon, banner etc.	UNDP-001981	30000	10282-SDC	74200	74200-Audio Visual & Print Prod Costs			1,300	5,000		6,300
	1.4.9		UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	5,000					5,000
	1.4.10	Awareness campaign on gender equality and violence against women at UZP level	UNDP-001981	30000	10282-SDC	74200	74210-Printing and Publications		3,000				3,000
	1.4.11		LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	6,000	4,000		31,936	31,850	73,787
	1.4.12	Quality Assurance, Technical Assistance, Monitoring & Evaluation and Media Support	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer			66,390			66,390
	1.4.13	Training to elected women representatives of selected UZPs and UPs to improve leadership skills	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	131,690			-	-	131,690
		Output-4 Sub-total :						299,812	27,000	71,290	308,927	66,868	773,898
		GMS (8%)	UNDP-001981	30000	10282-SDC	75100	75100-Facilities & Administration	23,985	2,160	23,474	24,715	5,350	79,684
		Output 4 Sub-total (including GMS)						323,797	29,160	94,764	333,642	72,218	853,582
		Component 1 Total :						515,971	582,547	293,428	940,536	639,400	2,971,883
		Component 1 Total GMS :						41,278	46,604	23,475	58,844	35,670	205,870
		Component 1 Total (including GMS) :						557,249	629,151	316,903	999,380	675,070	3,177,753
Component 2 (SDUP)													
Output 1: Capacity of targeted UPs is significantly strengthened to provide democratic, transparent, accountable, responsive and pro-poor services. Baseline: No data available	2.1.1	Organize training for weaker UPs on SC, Open budget and planning at selected UP level (Printing of guideline/materials, Training on Planning and budget (UP Chairs, Sec and members)	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer						-

EALG_Multi-Year_2018-2022 Plan_Final

EXPECTED OUTPUTS	PLANNED ACTIVITIES		Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)					Amount (USD)
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity #	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas						2018	2019	2020	2021	2022	
Indicators: % UPs ensured participation of poor and marginalized citizens at Ward Shava (Ward level meeting) and Open Budget Session Target: 40% UPs	2.1.2	Capacity development of UP functionaries (elected representatives, officials & gram police) through training and learning visits	LGD - 8059	4000	TRAC	75700	75700-Training, Workshops and Confer		50,000		10,000	38,769	98,769
	2.1.3		LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer		10,000	1,500			11,500
	2.1.4	Provide technical assistance to hold Ward Shava and open budget for selected Ups (240*9 Ward of UPs)	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	67,253		147,800			215,053
	2.1.5		LGD - 8059	4000	TRAC	75700	75700-Training, Workshops and Confer				5,000	8,440	13,440
	2.1.6	Promote citizen awareness on roles and functions of UPs (develop materials and community meeting)	UNDP-001981	30000	00095-DANIDA	74200	74210-Printing and Publications				3,000		3,000
	2.1.7	IEC Materials Printing (fact sheet on role and responsibilities of UP, SC, Ward Shava, Open Budget session, etc.)	UNDP-001981	30000	00095-DANIDA	74200	74200-Audio Visual & Print Prod Costs	3,000	2,000		3,000		8,000
	2.1.8	Meeting for citizen awareness at community/ education insts.	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer				-	-	-
	2.1.9	Support Union Parishad in publishing Plan Book/Annual Report etc.	LGD - 8059	30000	00095-DANIDA	74200	74210-Printing and Publications	-	67,100	28,100		-	95,200
	2.1.10	Piloting and testing of the public financial management software in few UPs	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants				-	-	-
	2.1.11	Inception workshop on EALG at National level	UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	4,200			-	-	4,200
	2.1.12		LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	13,500					13,500
	2.1.13	Facilitate to activate SC meetings in UPs to formulate the current needs into their annual planning process	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer		110,000				110,000
	2.1.14	SDG stock taking and financial gap analysis at UP and UZP level	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants						-
			LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer						-
	2.1.15	Developing database for mapping potential beneficiaries for different GO-NGO services (safety net programs) at Cox's Bazar	UNDP-001981	30000	00095-DANIDA	72100	72100-Contractual Services- Companies						-
	2.1.16	Installation of SDG information board at UP levels in Cox's Bazar	UNDP-001981	30000	00095-DANIDA	72400	72445-Communications						-

EALG_Multi-Year_2018-2022_Plan_Final

EXPECTED OUTPUTS — Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity #	PLANNED ACTIVITIES — Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)					Amount (USD)
								2018	2019	2020	2021	2022	
	2.1.17	Inception workshop on EALG at District level (8 Districts)	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	13,328					13,328
	2.1.18	Organize orientation workshop on Anti Corruption Act at selected Upazla level with UP and UZP functionaries	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer					-	-
	2.1.19	Periodical coordination meeting with field staff of line agencies at UP level	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	7,496	15,000		5,000		27,496
	2.1.20	Development of MIS software for monitoring of UP & UZP activities	UNDP-001981	30000	00095-DANIDA	72100	72100-Contractual Services-Companies		5,000				5,000
	2.1.21	Provide advanced training to UP Chairmen and Secretaries on planning, management and administrative process	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	36,000					36,000
	2.1.22	Awareness of UP representatives on Right to Information and transparency	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	10,000					10,000
	2.1.23	Workshop/ meeting with UP functionaries, CSO representatives and community to explore way forward for improved community participation at district level	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer						-
		Capacity Strendthening Assistance/Developing Web based MIS	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants			18,946			18,946
		Capacity Strendthening Assistance/Developing Web based MIS/installing revelent software	UNDP-001981	4000	TRAC	72100	72100-Contractual Services-Companies						-
	2.1.24	Quality Assurance, Technical Assistance and Monitoring support	UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	20,000	15,230				35,230
	2.1.25	Audit	UNDP-001981	30000	00095-DANIDA	74100	74110-Audit Fees	1,000	1,000		1,000		3,000
	2.1.26	Programme personnel	UNDP-001981										-
	2.1.27	District Facilitators - 8 (50%)	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	32,334	75,300	132,302	88340		328,276
	2.1.28	Capacity Development and Gender Officer- 1 (50%)	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	14,193	20,000	36,087	24096		94,376
	2.1.29	Monitoring, Evaluation and MIS Officer-1 (50%)	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	4,031	12,000	14,832	12510		43,373
	2.1.30	Knowledge Management and Communication Officer-1 (50%)	UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	5,467	9,000	14,341	9576		38,384

EXPECTED OUTPUTS (Components or major interim Results of the project; To be shown as Activities in Atlas)	Activity #	PLANNED ACTIVITIES (Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas)	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years) 2018	2019	2020	2021	2022	Amount (USD)
	2.1.31	Security	UNDP-001981	30000	00095-DANIDA	77300	77385-Contribution to Security	6,496	100				6,596
	2.1.32	UN Clinic	UNDP-001981	30000	00095-DANIDA	63300	63360-Medical Exams (incl Pre-empl)	3,045					3,045
	2.1.33	Communication, Media, Visibility	UNDP-001981	30000	00095-DANIDA	72400	72445-Communications		2,720				2,720
	2.1.34	Non-Recurrent Payroll - NP Stf	UNDP-001981	30000	00095-DANIDA	63100	Non-Recurrent Payroll - NP Stf		2,000				2,000
	2.1.35	Contributions	UNDP-001981	30000	00095-DANIDA	74300	Contributions		6,010				6,010
	2.1.36	Medical Exams (incl Pre-empl)	UNDP-001981	30000	00095-DANIDA	63300	63360-Medical Exams (incl Pre-empl)		100				100
		Mobile Telephone and Internet Charges	UNDP-001981	30000	00095-DANIDA	72400	72400-Comm			15,000			15,000
	2.1.37	Support to selected Ups for publication of their annual reports	LGD - 8059	30000	00095-DANIDA	74200	74210-Printing and H	29,250					29,250
		Output-1 Sub-total :	UNDP-001981	30000	00095-DANIDA	75100	75100-Facilities & Administration	270,593	402,560	408,908	161,522	47,209	1,290,792
		GMS (8%)						21,648	28,205		11,722	-	61,575
		Output 1 Sub-total (including GMS)						292,241	430,765	408,908	173,244	47,209	1,352,367
Output 2: UPs are increasingly investing in climate resilience by identifying and prioritizing resilience measures in the UP development plan and their implementation Baseline: No data available Indicators: % of UPs developed local climate resilience plan during the project period Target: 10% UPs	2.2.1	Training on resilience and climate change adaptation plan at selected UP level (Consultant for developing training manual and material, Printing of training manual and material, Training for 15 UPs in each district)	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer						-
	2.2.2	Creating awareness on climate resilience and support climate adoptive measures for vulnerable selected Ups	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer		15,500		-	-	15,500
	2.2.3	Support to develop five-year plan addressing SDGs	LGD - 8059	30000	00095-DANIDA	74200	74200-Audio Visual & Print Prod Costs	-		49,033	-		49,033
	2.2.4	Organize six monthly review meeting with UPs at UZP level	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	17,791		10,600	4,607		32,998
		Developing and dissemination of communication materials (brief, reports, success stories, photography, video, etc.)	UNDP-001981	30000	00095-DANIDA	74200	74200-Audio Visual & Print Prod Costs			5,000			5,000
		Quality Assuarance, Technical Assistance, Monitoring & Evaluation and Media Support	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer			24,600			
	2.2.5	Exposure visits (National and international)	UNDP-001981	30000	00095-DANIDA	71600	Travel	-			-	-	-

EALG_Multi-Year_2018-2022_Plan_Final

EXPECTED OUTPUTS — Components or major interim Results of the project; To be shown as Activities in Atlas	Activity #	PLANNED ACTIVITIES — Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)					Amount (USD)
								2018	2019	2020	2021	2022	
		Output-2 Sub-total :						17,791	15,500	89,233	4,607	-	127,131
	2.2.6	GMS (8%)	UNDP-001981	30000	00095-DANIDA	75100	75100-Facilities & Administration	1,424	1,240		369	-	3,033
		Output 2 Sub-total (including GMS)						19,215	16,740	89,233	4,976	-	130,164
Output 3: Poor and marginalized citizens, including women, are empowered to make decisions on local development and political participation Baseline: No data available Indicators: % of budget allocation by UPs earmarked for women responsive development initiatives Target: 15% UPs	2.3.1	Training on inclusion of SDGs' issues in their planning process for all women elected representatives of UPs (240 UPs) at Upazila Level	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer						-
	2.3.2	Provide technical assistance to hold Ward Shava and open budget for selected UPs (252*9 Ward of UPs)	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer		132,800				132,800
	2.3.3	Training on equity and gender discrimination for UP Councilors (13 each from 240 UPs at UP levels	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer				12,897		12,897
	2.3.4	Communication and dissemination of equality and gender development for training and campaign at UP level	LGD - 8059	30000	00095-DANIDA	74200	74200-Audio Visual & Print Prod Costs				10,000		10,000
	2.3.5		UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	5,000					5,000
	2.3.6	Awareness campaign on gender equality and violence against women at UZP level	UNDP-001981	30000	00095-DANIDA	74200	74210-Printing and Publications		4,000				4,000
	2.3.7		LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	1,500	4,000				5,500
	2.3.8	Training for UP women Councellor on gender responsive UP planning & budgeting	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	-					-
	2.3.9	Communication, Media, Visibility	UNDP-001981	30000	00095-DANIDA	72400	72445-Communications	10,500	5,000				15,500
	2.3.10	Install bill board on SDGs at 240 Ups	LGD - 8059	30000	00095-DANIDA	72400	72445-Communications	231,325					231,325
		Output-2 Sub-total :						248,325	145,800	-	22,897	-	417,022
		GMS (8%)	UNDP-001981	30000	00095-DANIDA	75100	75100-Facilities & Administration	19,866	11,664	-	1,832	-	33,362
		Output 3 Sub-total (including GMS)						268,191	157,464		24,729	-	450,384
Output 4: Policy dialogue at national and local level engaging civil society and other stakeholders initiated to promote democratic and accountable service delivery at the local level Baseline: 0 Indicators: Number of inter-ministerial meeting/dialogue held on issues including fiscal flow to UP UTP	2.4.1	Baseline Survey/ Study	UNDP-001981	30000	00095-DANIDA	72100	Contractual Services- Companies	33,000			-	-	33,000
	2.4.2	Provide orientation on RTI and proactive disclosure to UP and UZP functionaries	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer						-
			UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer		2,502				2,502

Expected Outputs (Components or major interim Results of the project; To be shown as Activities in Atlas)	Activity #	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	2018	2019	2020	2021	2022	Amount (USD)
...taxation and assignment of health and education services to UP Target: 1 Meeting	2.4.3	Organize orientation workshop on Anti-corruption Act with UPs and UZP functionaries	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer		11,500				11,500
	2.4.4	Midterm Evaluation	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants			75,000	-	-	75,000
		Midterm Evaluation	UNDP-001981	4000	TRAC	71300	71300-Local Consultants						-
	2.4.5	Final Evaluation	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants	-			-		-
		Workshop on Studies Report	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer						
	2.4.6	Communication and Dissemination (Electronic Media)	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants			4,900	3,000	-	7,900
	2.4.7	Citizen Perception Survey (UZPs & UPs)	UNDP-001981	30000	00095-DANIDA	72100	Contractual Services-Companies	-			-	-	-
	2.4.8	Inter-Ministerial Meeting	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer				1,000		1,000
	2.4.9	M & E, Project team field visit	UNDP-001981	30000	00095-DANIDA	72445	72445-Common Services-Communications	3,000			-		3,000
	2.4.10	Provide research grant to relevant institutions to conduct studies on LGI issues	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	50,000					50,000
			UNDP-001981	30000	00095-DANIDA	75100	75100-Facilities & Administration						
		Output-4 Sub-total :						86,000	14,002	79,900	4,000	-	183,902
		GMS (8%)						6,880	1,121	46,244	320	-	54,565
		Sub-total (Output 4)						92,880	15,123	126,144	4,320	47,209	238,467
		Component 2 Total :						622,709	577,862	578,041	193,026	47,209	2,018,847
		Component 2 Total GMS :						49,818	42,230	46,244	14,242	-	152,534
		Component 2 Total (including GMS) :						672,527	620,092	624,285	207,268	47,209	2,171,381

Component 3

Expected Outputs	Activity #	Activity Results	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	2018	2019	2020	2021	2022	Amount (USD)
Output 1: Planning and financial system of UP, UZP and Zila Paishad is integrated and supplemented with each other. Baseline: 0/ Not available Indicators: Ways and mechanisms of integration and supplementation of UZP plans and plans of transferred departments are identified for more effective service provision. Target: 1	3.1.1	Exploring potentials and challenges of integration of the UP, UZP and ZP Planning process	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants			12,736	10,000	10,000	32,736
	3.1.2	Study to examine scopes and areas for fiscal decentralization for LGIs	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants		5,000	10,000	10,000	10,000	35,000
	3.1.3	Develop policy brief on local resources mobilization	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants		5,000	9,434	10,000	10,000	34,434
	3.1.4	Organize workshop on integrated planning system of UP, UZP and ZP at selected districts	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer				8,000	-	8,000
	3.1.5	Strengthening Financial Management of the Project	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants		24,000				24,000

EXPECTED OUTPUTS (Components or major interim Results of the project ; To be shown as Activities in Atlas)	Activity #	PLANNED ACTIVITIES (Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas)	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	2018	2019	2020	2021	2022	Amount (USD)
	3.1.6	Hiring National Expert for advisory services on different issues of SDG/LGI etc.	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants					-	-
	3.1.7	Support to Policy Advisory Group (PAG) Meeting	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer		500	1,000	500	500	2,500
		Output-1 Sub-total :	UNDP-001981	30000	10282-SDC			-	34,500	33,170	38,500	30,500	136,670
		GMS (8%) SDC	UNDP-001981	30000	10282-SDC	75100	75100-Facilities & Administration		2,760		3,080	2,440	8,280
		Output 1 Sub-total (including GMS)						-	37,260	33,170	41,580	32,940	144,950
Output 2: Public engagement strategies of UP/UZP/ZP have become strengthened through overcoming institutional and structural challenges	3.2.1	Series of dialogue on activating Ward Shavas of UPs/Planning meeting of UZPs especially youth and CSOs	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	9,141				-	9,141
Baseline: 0/ Not available Indicators: Percentage of people from different ethnic group attended in Open budget/Ward Shava	3.2.2		LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer		59,587	22,000			81,587
Target: 15%		Provide research grants to the relevant institutions (NILG, IBS, BARD & CGS) for encouraging young researchers to conduct researches on LGIs	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer						
			LGD - 8059	4000	TRAC	75700	75700-Training, Workshops and Confer						
	3.2.3	Consultation and sharing workshops/sessions on research findings and recommendations on LGIs	UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer		4,000				4,000
	3.2.4	Organize workshop/Saminer on reforms and uniform legal framework for LGIs	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer						-
			LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer						
	3.2.5	Conduct study on challenges of female members' participation and engagement in the activities of UP/UZP/ZP	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants			9,015	-	-	9,015
	3.2.6	Workshop on Dialogues with the government and political parties on issue of female's participation in the political process.	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer		1,000		-	-	1,000
	3.2.7	Development of communication material and dissemination	LGD - 8059	30000	00095-DANIDA	74200	74200-Audio Visual & Print Prod Costs				5,000		5,000
		Output-2 Sub-total :						9,141	64,587	31,015	5,000		109,743

EXPECTED OUTPUTS — Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity #	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	2018	2019	2020	2021	2022	Amount (USD)
		GMS (8%) DANIDA	UNDP-001981	30000	00095-DANIDA	75100	75100-Facilities & Administration	732	5,167		400	-	6,299
		Output 2 Sub-total (including GMS)						9,873	69,754	31,015	5,400	-	116,042
Output 3: UP/UZP committees and inter-ministerial coordination committee is strengthened for better performance of LG bodies. Baseline: 0 Indicators: Clarification of the roles and responsibilities of UP and UZP committees including the coordination with line ministry officers Target: 1	3.3.1	Review roles and responsibilities of line agency committees and UP/UZP standing committees and developing ToRs and guidelines for SCs	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants		13,000		-	-	13,000
	3.3.2	Organize workshop on roles and responsibilities of line agency committees and UP/UZP standing committees	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer				-	-	-
	3.3.3	Conduct study on identifying policy recommendations and developing strategies for implementation and advocacy for rural LGIs in Bangladesh	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants		9,400				9,400
		Training on inclution of SDGs issues in their planning process for all women elected respectives of UP level/Organize awareness campaign on women rights and rights of vulnerable people/Organize social audit by engaging CSOs at UP level/SDG Localization Survey	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer						
	3.3.4	Review policy recommendations on LGIs and advocacy for policy reforms and implementation.	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants	7,665					7,665
		Output-3 Sub-total :						7,665	22,400	-	-	-	30,065
	3.3.5	GMS (8%)	UNDP-001981	30000	00095-DANIDA	75100	75100-Facilities & Administration	614	1,792	5,136	-	-	7,542
		Output-3 Sub-total (including GMS)						8,279	24,192	5,136	-	-	37,607
		Component 3 Total :						16,806	121,487	64,185	43,500	30,500	276,478
		Component 3 Total GMS :						1,346	9,719	5,136	3,480	2,440	22,121
		Component 3 Total (including GMS) :						18,152	131,206	69,321	46,980	32,940	298,599
Component 4 : Project Management													
Output.		4.1. Project Management Staff											
Efficient Project Management	4.1		UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	15,729	39,000	40,094	17,847		112,670
		Project Coordinator	UNDP-001981	4000	TRAC	71400	71405-Service Contracts-Individuals					29,641	29,641
	4.2		UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	15,729	39,000	8,212	53,543	41,779	158,263

EALG_Multi-Year_2018-2022 Plan_Final

EXPECTED OUTPUTS — Components or major interim Results of the project ; To be shown as Activities in Atlas	PLANNED ACTIVITIES — Activity #	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years) 2018	2019	2020	2021	2022	Amount (USD)
	4.3		UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	36,578	-	49,674		-	86,252
		Policy and Coordination Specialist	UNDP-001981	4000	TRAC	71400	71405-Service Contracts-Individuals				41,295	82,589	123,884
	4.4		UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	36,578	39,000		41,295		116,873
	4.5		UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	5,467	9,000	14,341			28,808
	4.6	Finance and AdminOfficer	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	5,467	9,000	2,937	27,952	13,976	59,332
			UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals			2,102	4,787		6,889
		Finance and Admin Associate	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals				14,364	19,151	33,515
	4.7		UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	7,088	16,000	19,544	7,317		49,949
	4.8	Project Assistant / Secretary (2)	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	7,088	16,000	4,003	21,951	14,634	63,676
		Strengthening Financial Management of the Project	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants						
		Finance Support Expart	UNDP-001981	30000	10282-SDC	71300	71300-Local Consultants			2,600			
	4.9		UNDP-001981	30000	00095-DANIDA	71400	71405-Service Contracts-Individuals	7,986	25,500	27,780			61,266
	4.10	Driver	UNDP-001981	30000	10282-SDC	71400	71405-Service Contracts-Individuals	7,986	18,000	5,690			31,676
		Contrib. To CO Common Security	UNDP-001981	30000	00095-DANIDA	74300	Contributions			6,000			6,000
		UN Clinic	UNDP-001981	30000	00095-DANIDA	63300	63360-Medical Exams (incl Pre-empl)			5,930			5,930
	4.11	Driver with 12 Out soursing	UNDP-001981	30000	00095-DANIDA	72100	72100-Contractual Services-Companies				9,274		9,274
			UNDP-001981	30000	10282-SDC	72100	72100-Contractual Services-Companies	15,000	19,427	48,120	68,447	42,591	193,585
Output-4 Sub-total :								160,696	229,927	237,027	308,072	244,361	1,180,083

EALG_Multi-Year_2018-2022 Plan_Final

EXPECTED OUTPUTS (Components or major interim Results of the project ; To be shown as Activities in Atlas)	Activity #	PLANNED ACTIVITIES (Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas)	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Planned Budget (5 Years)					Amount (USD)
								2018	2019	2020	2021	2022	
		GMS (8%) (SDC)	UNDP-001981	30000	10282-SDC	75100	75100-Facilities & Administration	7,028.00	11,225.00		15,299	7,868	41,430
		GMS (8%) (DANIDA)	UNDP-001981	30000	00095-DANIDA	75100	75100-Facilities & Administration	5,828.00	7,160.00		2,013	-	15,001
		Output 4.1 Sub-total (including GMS)						173,552	248,322	237,027	325,384	252,229	1,236,514
Office Management and Maintenance													
	4.12	Office Rent	LGD - 8059	4000	TRAC	73100	73100-Rental & Maintenance-Premises				13,231	13,500	26,731
	4.13		UNDP-001981	30000	10282-SDC	73100	73100-Rental & Maintenance-Premises			15,650	1,500	1,667	18,817
			UNDP-001981	30000	00095-DANIDA	73100	73100-Rental & Maintenance-Premises			650			
	4.14		LGD - 8059	30000	00095-DANIDA	73100	73100-Rental & Maintenance-Premises	7,000	8,500	12,000	1,269		28,769
	4.15		UNDP-001981	30000	10282-SDC	72800	72800-Communications & IT Equipments			5,000	4,736	4,500	14,236
	4.16	Equipment and Logistics	UNDP-001981	30000	00095-DANIDA	72800	72800-Communications & IT Equipments	6,000	6,500	10,655			23,155
	4.17		UNDP-001981	30000	00095-DANIDA	72200	Machinery and Equipment	6,000	3,000	5,000			14,000
	4.18		LGD - 8059	30000	10282-SDC	72300	72311-Fuel, petroleum and other oils	14,000	7,500	10,000	17,370	12,333	61,203
	4.19	Operation, Maintenance of Vehicle	LGD - 8059	30000	00095-DANIDA	72300	72311-Fuel, petroleum and other oils	2,500.00		8,000			10,500
	4.20		LGD - 8059	30000	00095-DANIDA	72400	Communic & Audio Visual Equip	3,500.00	2,000	5,000			10,500
			UNDP-001981	30000	00095-DANIDA	72400	Communic & Audio Visual Equip		1,000	1,400			2,400
			UNDP-001981	30000	10282-SDC	72400	Communic & Audio Visual Equip		5,000	5,000			10,000
	4.21		UNDP-001981	30000	00095-DANIDA	73400	73406-Maintenance of Equipment		2,520	10,000	5,000		17,520
	4.22		UNDP-001981	30000	10282-SDC	73400	73406-Maintenance of Equipment	2,500	10,500	2,000			15,000
	4.23	Operation Maintenance, Office Equipment, Utilities, Phone Bill, Internet, Electicity, Cleaning, Renovation, etc.	LGD - 8059	30000	00095-DANIDA	73400	73406-Maintenance of Equipment	2,700	7,000	6,000			15,700

EALG_Multi-Year_2018-2022 Plan_Final

EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity #	PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	2018	2019	2020	2021	2022	Amount (USD)
	4.24		UNDP-001981	30000	10282-SDC	72500	72505-Stationery & other Office Supp	1,500	3,000	3,000			7,500
	4.25		LGD - 8059	30000	00095-DANIDA	72500	72505-Stationery & other Office Supp	2,400	1,000	4,000	2,000		9,400
	4.26		UNDP-001981	30000	10282-SDC	73100	73100-Rental & Maintenance-Premises	17,947	10,585				28,532
	4.27		LGD - 8059	30000	00095-DANIDA	73100	73100-Rental & Maintenance-Premises	3,000					3,000
	4.28	Editing Consultant / Reporting support	UNDP-001981	30000	00095-DANIDA	71300	71300-Local Consultants				2,000		2,000
	4.29	Miscellaneous	LGD - 8059	30000	00095-DANIDA	74500	74000-Miscellaneous Operating Expens	300	1,000	150	200		1,650
	4.30	Annual Report	LGD - 8059	30000	00095-DANIDA	74200	74210-Printing and Publications				1,000		1,000
	4.31	Coordination, PSC, PB, Staff orientation	LGD - 8059	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	500	1,000	1,500	1,500		4,500
	4.32	Meeting and others	UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer	9,000	3,000	18,900	1,500		32,400
	4.33	Annual planning workshop	UNDP-001981	30000	10282-SDC	75700	75700-Training, Workshops and Confer	14,000	20,000				34,000
			UNDP-001981	30000	00095-DANIDA	75700	75700-Training, Workshops and Confer			12,380	5,620		18,000
	4.34	Stakeholders and planning meeting	LGD - 8059	30000	10282-SDC	75700	75700-Training, Workshops and Confer	200	2,000		300	1,000	3,500
	4.35	Audit	UNDP-001981	30000	00095-DANIDA	74100	74110-Audit Fees			1,000			
			UNDP-001981	30000	00095-DANIDA	71600	71610-Travel Tickets-Local	13,333		23,000	10,657		46,990
	4.36	Travel Local	LGD - 8059	30000	00095-DANIDA	71600	71610-Travel Tickets-Local	200	500	7,000			7,700
	4.37		UNDP-001981	30000	10282-SDC	71600	71610-Travel Tickets-Local	6,666	531	10,000	10,000	8,000	35,197
	4.26	Distribution of preventive materials, hand washing facilities and support to raising awareness for COVID 19 response	LGD - 8059	30000	00095-DANIDA					33,071			
	4.26	Distribution of preventive materials, hand washing facilities and support to raising awareness for COVID 19 response	UNDP-001981	30000	00095-DANIDA					83,896			

EALG_Multi-Year_2018-2022 Plan_Final

Main Budget Table

EXPECTED OUTPUTS (Components or major interim Results of the project; To be shown as Activities in Atlas)	Activity #	PLANNED ACTIVITIES (Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas)	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	2018	2019	2020	2021	2022	Amount (USD)
	4.27	Distribution of preventive materials, hand washing facilities and support to raising awareness for COVID 19 response	LGD - 8059	30000	10282-SDC					18,411			
	4.27	Distribution of preventive materials, hand washing facilities and support to raising awareness for COVID 19 response	UNDP-001981	30000	10282-SDC					63,905			
	4.28	Distribution of preventive materials, hand washing facilities and support to raising awareness for COVID 19 response	LGD - 8059	4000	TRAC I					63,047			
	4.28	Distribution of preventive materials, hand washing facilities and support to raising awareness for COVID 19 response	UNDP-001981	4000	TRAC I					41,953			
	4.29	Distribution of preventive materials, hand washing facilities and support to raising awareness for COVID 19 response	UNDP-001981	4010	TRAC II					250,000			
		Output-4 Sub-total :						113,246	96,136	731,568	77,883	41,000	1,059,833
		GMS (8% of SDC)	UNDP-001981	30000	10282-SDC	75100	75100-Facilities & Administration	4,546.00	4,730.00	16,531	3,112	2,200	31,119
		GMS (8% of DANIDA)	UNDP-001981	30000	00095-DANIDA	75100	75100-Facilities & Administration	4,515.00	2,962.00	32,559	2,060	-	42,096
		Total					Output 4.2 Sub-total (including GMS	122,307	103,828	780,658	83,055	43,199	1,133,048
							Component 4 Total :	273,942	326,063	968,595	385,955	285,361	2,239,916
							Component 4 Total GMS :	21,917	26,087	49,090	22,484	10,068	129,646
							Component 4 Total (including GMS) :	295,859	352,150	1,017,685	408,439	295,428	2,369,561
							Total Project Cost TRAC :	295,859	352,150	1,017,685	408,439	295,428	2,369,561
							Total Project Management Cost TRAC :	-	50,000	105,000	238,526	356,474	750,000
											54,526	125,730	180,256
							Total Project Management Cost SDC :	156,235	215,508	221,059	279,869	169,698	1,042,370
							Total Project Management Cost DANIDA :	139,624	136,642	441,626	74,043	-	791,935
							Total Project Management Cost (TRAC+SDC+DANIDA) :	295,859	352,150	662,685	408,439	295,428	2,014,561
							Grand Total (US$) (Component 1+2+3+4)=	1,543,787	1,732,599	2,028,193	1,662,067	1,050,647	8,017,294

Total Resources USD (in Million)

Total Resources Allocated			8.0173
		UNDP TRAC:	1.0000
		SDC:	4.0173
		DANIDA:	3.0000
		GoB:	-
		In-kind:	-
Unfunded			

DONOR CONTRIBUTION		
CHF	DKK	TOTAL US$

Budget by Component

	2018 Year-1	2019 Year-2	2020 Year-3	2021 Year-4	2022 Year-5	Grand Total
Componant 1:Total Budget by Output (SDC-10282)						
Output-1	85,712	306,047	58,111	256,050	256,885	962,805
Output-1 GMS (8%)	6,857	24,484	-	14,404	9,268	55,013
Output-2	35,000	25,000	89,711	70,000	27,500	247,211
Output-2 GMS (8%)	2,800	2,000	-	2,800	2,200	9,800
Output-3	95,447	224,500	74,316	305,559	288,147	987,969
Output-3 GMS (8%)	7,636	17,960	-	16,925	18,852	61,372
Output-4	299,812	27,000	71,290	308,927	66,868	773,898
Output-4 GMS (8%)	23,985	2,160	23,475	24,715	5,350	79,685
Componant-1 Total :	557,249	629,151	316,903	999,380	675,070	3,177,753
Componant 2:Total Budget by Output (DANIDA-00095)						
Output-1	270,593	402,560	408,908	161,522	47,209	1,290,792
Output-1 GMS (8%)	21,648	28,205	-	11,722	-	61,575

Page 13   Multi-Year_2018-2022_Final

Planned Budget (5 Years) — Budget Detail

EXPECTED OUTPUTS / PLANNED ACTIVITIES	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	2018
Output-2	17,791	15,500	89,233	4,607	-	127,131
Output-2 GMS (8%)	1,424	1,240	-	369	-	3,033
Output-3	248,325	145,800	-	22,897	-	417,022
Output-3 GMS (8%)	19,866	11,664	-	1,832	-	33,362
Output-4	86,000	14,002	79,900	4,000	-	183,902
Output-4 GMS (8%)	6,880	1,121	46,244	320	-	54,565
Componant-2 Total :	672,527	620,092	624,285	207,268	47,209	2,171,381
Component-3						
Output-1	-	34,500	33,170	38,500	30,500	136,670
Output-1 GMS (8%)	-	2,760	-	3,080	2,440	8,280
Output-2	9,141	64,587	31,015	5,000	-	109,743
Output-2 GMS (8%)	732	5,167	-	400	400	6,299
Output-3	7,665	22,400	-	-	-	30,065
Output-3 GMS (8%)	614	1,792	5,136	-	-	7,542
Component-3 Total :	18,152	131,206	69,321	46,980	32,940	298,599
Component-4						
1. Project Management Staff	160,696	229,927	237,027	308,072	244,361	1,180,083
GMS (8%)	12,856	18,395	-	17,312	7,868	56,431
2. Office Management and Maintenance	113,246	96,136	731,568	77,883	41,000	1,059,833
GMS (8%)	9,061	7,692	49,090	5,172	2,200	73,215
Component-4 Total :	295,859	352,150	1,017,685	408,439	295,428	2,369,561
Grand Total (Component 1 + 2 + 3 + 4) =	1,543,787	1,732,599	2,028,193	1,662,067	1,050,647	8,017,294

Componant 3: Total Budget by Output (SDC+DANIDA)
Componant 4: Total Budget by Output (SDC+DANIDA+TRAC)

Planned Budget Summary (by Source)

	2021	2022	Amount (USD)
UNDP - TRAC			1,000,000
SDC	3,960,000		4,017,294
DANIDA		20,000,000	3,000,000
GOB			
Unfunded			
TOTAL US$ =			8,017,294

Notes

	USD
SDC Contribution as per agreement: CHF 3960000 =	3,073,989
1 CHF = 1.04 USD (dated: 17/Jan/18)	
DANIDA Contribution DKK 20000000 =	3,288,800
1 DKK = 0.16 USD (dated: 17/Jan/18)	
Exchange Gain from SDC (3073989-3000000) =	73,989
Exchange Gain from DANIDA (32888800-3000000) =	288,800
Total Gain =	362,789
Total Unfunded (estimated) =	280,000
Total Budget increased due to exchange gain =	82,789

Total Budget by Fund & Donors

DONORS:	2018	2019	2020	2021	2022	Amount (USD)
TRAC I	-	50,000	105,000	238,526	356,474	750,000
TRAC II			250,000			250,000
SDC	713,484	881,919	575,888	1,151,829	694,173	4,017,294
DANIDA	830,303	800,680	1,097,305	271,712	-	3,000,000
Total Programmable Budget (US$)	1,543,787	1,732,599	2,028,193	1,662,067	1,050,647	8,017,294

Total by Implementing Agency

Implementing Agency	2018	2019	2020	2021	2022	Amount (USD)
UNDP DCOS :	635,957	841,703	1,469,839	1,127,766	684,232	4,759,497
NIM DP :						-
NIM :	907,830	890,896	558,354	534,301	366,415	3,257,797
Total Project Budget: (US$)	1,543,787	1,732,599	2,028,193	1,662,067	1,050,647	8,017,294

Project Coordinator
Signature and Date

Resident Representative
Title, Signature & Date

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.

EALG_Multi-Year_2018-2022 Plan_Final

Change log (Version G to H) for AWP 2020

Award ID: 00105480
Atlas Project ID: 00106748
Project Title: Efficient and Accountable Local Governance (EALG)   **in USD**

Activity	Implementing Agent	Fund Code	Donor	Budget Item	Amount Ver G	Amount Ver H	Change log Ver H-G
ACTIVITY1	1981	30000	95	71400	650,000.00		- 650,000.00
ACTIVITY1	1981	30000	95	71400	- 650,000.00		650,000.00
ACTIVITY1	8059	30000	10282	75700	237,736.00		- 237,736.00
ACTIVITY1	8059	4000	12	75700	150,000.00		- 150,000.00
ACTIVITY1	8059	4000	12	75700	- 150,000.00		150,000.00
ACTIVITY1	8059	30000	10282	75700	- 237,736.00		237,736.00
							-
							-
ACTIVITY1.1	1981	30000	10282	71300	18,000.00	24,526	6,526.00
ACTIVITY1.1	1981	30000	10282	71600	10,000.00		- 10,000.00
ACTIVITY1.1	1981	30000	11403	75700	650,000.00		- 650,000.00
ACTIVITY1.1	1981	30000	11403	75700	- 650,000.00		650,000.00
ACTIVITY1.1	1981	30000	10282	75700	11,500.00		- 11,500.00
ACTIVITY1.1	8059	30000	10282	75700	50,000.00	19,100	- 30,900.00
ACTIVITY1.1	8059	30000	10282	74200		14,485	14,485.00
							-
							-
ACTIVITY1.2	1981	30000	10282	71300	20,000.00		- 20,000.00
ACTIVITY1.2	1981	30000	10282	72100	10,000.00	47,000	37,000.00
ACTIVITY1.2	1981	30000	10282	75700	15,500.00	600	- 14,900.00
ACTIVITY1.2	8059	30000	10282	72500	10,000.00		- 10,000.00
ACTIVITY1.2	8059	30000	10282	74200	32,000.00	26,324	- 5,676.00
ACTIVITY1.2	8059	30000	10282	75700	19,000.00	15,787	- 3,213.00
							-
							-
ACTIVITY1.3	1981	30000	10282	64300	16,500.00		- 16,500.00
ACTIVITY1.3	1981	30000	10282	71300	22,500.00	7,225	- 15,275.00
ACTIVITY1.3	1981	30000	10282	71400	78,100.00	60,391	- 17,709.00
ACTIVITY1.3	1981	30000	10282	72400		1,700	1,700.00
ACTIVITY1.3	1981	30000	10282	74200	5,000.00	5,000	-
ACTIVITY1.3	8059	30000	10282	75700	18,000.00		- 18,000.00
							-
							-
ACTIVITY1.4	1981	30000	10282	74200	2,000.00	1,300	- 700.00
ACTIVITY1.4	1981	30000	10282	75100	18,264.00	17,131	- 1,133.00
ACTIVITY1.4	1981	30000	10282	75700	19,200.00	66,390	47,190.00
ACTIVITY1.4	8059	30000	10282	75100	12,464.00	6,344	- 6,120.00
ACTIVITY1.4	8059	30000	10282	75700	26,800.00	3,600	- 23,200.00
							-
							-
ACTIVITY 2	1981	30000	95	75100	12,870.59		12,870.59
ACTIVITY 2	1981	30000	95	75700	650,000.00		- 650,000.00
ACTIVITY 2	1981	30000	95	75700	318,845.00		318,845.00
ACTIVITY 2	1981	30000	95	75700	9,359.00		- 9,359.00
ACTIVITY 2	1981	30000	10282	75700	117,507.00		- 117,507.00

Activity	Fund	Dept	Donor	Code	Budget	Actual	Variance
ACTIVITY 2	1981	30000	95	75700 -	340,514.00		340,514.00
ACTIVITY 2	1981	30000	10282	75700	117,507.00		117,507.00
ACTIVITY 2	1981	30000	95	75700 -	160,882.41		160,882.41
							-
							-
ACTIVITY 2.1	1981	30000	95	71300	23,000.00	18,946 -	4,054.00
ACTIVITY 2.1	1981	30000	95	71400	176,300.00	197,562	21,262.00
ACTIVITY 2.1	1981	4000	12	72100	30,000.00		- 30,000.00
ACTIVITY 2.1	1981	30000	95	72400		1,500	1,500.00
ACTIVITY 2.1	1981	30000	95	74200	5,000.00		- 5,000.00
ACTIVITY 2.1	8059	30000	95	74200	20,000.00	28,100	8,100.00
ACTIVITY 2.1	8059	30000	95	75700	250,000.00	162,800 -	87,200.00
							-
							-
ACTIVITY 2.2	1981	30000	95	71600	22,000.00		- 22,000.00
ACTIVITY 2.2	1981	30000	95	72400	5,000.00		- 5,000.00
ACTIVITY 2.2	1981	30000	95	74200		5,000	5,000.00
ACTIVITY 2.2	1981	30000	95	75700		24,600	24,600.00
ACTIVITY 2.2	1981	30000	10282	75700	40,000.00		- 40,000.00
ACTIVITY 2.2	8059	30000	95	74200	27,000.00	49,033	22,033.00
ACTIVITY 2.2	8059	30000	95	75700	35,000.00	10,600 -	24,400.00
							-
							-
ACTIVITY 2.3	8059	30000	95	74200	5,000.00		- 5,000.00
ACTIVITY 2.3	8059	30000	95	75700	10,000.00		- 10,000.00
							-
							-
ACTIVITY 2.4	1981	30000	95	71300	27,500.00	4,900 -	22,600.00
ACTIVITY 2.4	1981	4000	12	72100	5,000.00		- 5,000.00
ACTIVITY 2.4	1981	30000	95	72100		75,000	75,000.00
ACTIVITY 2.4	1981	30000	95	75100	23,904.00	26,201	2,297.00
ACTIVITY 2.4	8059	30000	95	75100	27,920.00	20,043 -	7,877.00
ACTIVITY 2.4	8059	30000	95	75700	2,000.00		- 2,000.00
							-
							-
ACTIVITY 3	1981	30000	11403	72200	650,000.00		- 650,000.00
ACTIVITY 3	1981	30000	11403	72200 -	650,000.00		650,000.00
ACTIVITY 3	1981	30000	95	72200 -	650,000.00		650,000.00
ACTIVITY 3	1981	30000	95	75700	650,000.00		- 650,000.00
							-
							-
ACTIVITY 3.1	1981	30000	10282	71300	30,500.00	32,170	1,670.00
ACTIVITY 3.1	8059	30000	10282	75700	1,500.00	1,000 -	500.00
							-
							-
							-
ACTIVITY 3.2	1981	30000	95	71300	10,000.00	9,015 -	985.00
ACTIVITY 3.2	8059	30000	95	75700	7,500.00	22,000	14,500.00
ACTIVITY 3.2	8059	4000	12	75700	70,000.00		- 70,000.00
ACTIVITY 3.2	8059	30000	10282	75700	1,500.00		- 1,500.00
ACTIVITY 3.2	8059	30000	10282	75700	20,000.00		- 20,000.00
							-

							-
ACTIVITY 3.3	1981	30000	95	75100	800.00	722	- 78.00
ACTIVITY 3.3	1981	30000	10282	75100	4,840.00	2,574	- 2,266.00
ACTIVITY 3.3	1981	30000	10282	75700	30,000.00		- 30,000.00
ACTIVITY 3.3	8059	30000	95	75100	600.00	1,760	1,160.00
ACTIVITY 3.3	8059	30000	10282	75100	1,840.00	80	- 1,760.00
							-
							-
ACTIVITY 4	1981	4000	12	71400	89,800.00		- 89,800.00
ACTIVITY 4	1981	4000	12	71400	- 89,800.00		89,800.00
							-
ACTIVITY 4	1981	30000	95	63300	2,500.00	2,500	-
ACTIVITY 4	1981	30000	95	63100		3,430	3,430.00
ACTIVITY 4	1981	30000	95	71400	106,800.00	151,433	44,633.00
ACTIVITY 4	1981	30000	95	71600	18,000.00	23,000	5,000.00
ACTIVITY 4	1981	30000	95	72200	24,000.00	5,000	- 19,000.00
ACTIVITY 4	1981	30000	95	72400	1,000.00	1,400	400.00
ACTIVITY 4	1981	30000	95	72700		1,150	1,150.00
ACTIVITY 4	1981	30000	95	72800	10,000.00	10,000	-
ACTIVITY 4	1981	30000	95	73100	9,000.00	650	- 8,350.00
ACTIVITY 4	1981	30000	95	73400	10,000.00	10,000	-
ACTIVITY 4	1981	30000	95	74100	1,000.00	1,000	-
ACTIVITY 4	1981	30000	95	74300	7,000.00	6,000	- 1,000.00
ACTIVITY 4	1981	30000	95	75100	18,184.00	19,656	1,472.00
ACTIVITY 4	1981	30000	95	75700	38,000.00	30,129	- 7,871.00
							-
ACTIVITY 4	1981	30000	10282	71300	20,000.00	2,600	- 17,400.00
ACTIVITY 4	1981	30000	10282	71400	416,461.00		- 416,461.00
ACTIVITY 4	1981	30000	10282	71400	79,500.00	22,944	- 56,556.00
ACTIVITY 4	1981	30000	10282	71400	- 416,461.00		416,461.00
ACTIVITY 4	1981	30000	10282	71400	24,700.00		- 24,700.00
ACTIVITY 4	1981	30000	10282	71600	20,000.00	10,000	- 10,000.00
ACTIVITY 4	1981	30000	10282	72100	38,000.00	48,120	10,120.00
ACTIVITY 4	1981	30000	10282	72400	5,000.00	5,000	-
ACTIVITY 4	1981	30000	10282	72500	3,000.00	3,000	-
ACTIVITY 4	1981	30000	10282	72800	5,000.00	5,000	-
ACTIVITY 4	1981	30000	10282	73100		15,650	15,650.00
ACTIVITY 4	1981	30000	10282	73400	5,000.00	2,000	- 3,000.00
ACTIVITY 4	1981	30000	10282	75100	14,040.00		- 14,040.00
ACTIVITY 4	1981	30000	10282	75100	1,976.00	9,146	7,170.00
ACTIVITY 4	1981	30000	10282	75100	- 6,585.26		6,585.26
ACTIVITY 4	1981	30000	10282	75700	- 82,315.73		82,315.73
ACTIVITY 4	1981	30000	11403	71400	650,000.00		- 650,000.00
ACTIVITY 4	1981	30000	11403	71400	- 650,000.00		650,000.00
							-
							-
ACTIVITY 4	8059	4000	12	75700	- 9,017.00		9,017.00
ACTIVITY 4	8059	4000	12	75700	9,017.00		- 9,017.00
							-
ACTIVITY 4	8059	30000	95	71400	524,850.00		- 524,850.00
ACTIVITY 4	8059	30000	95	71400	- 524,850.00		524,850.00
ACTIVITY 4	8059	30000	95	71600		7,000	7,000.00

ACTIVITY 4	8059	30000	95	72300	25,000.00	8,000	-	17,000.00
ACTIVITY 4	8059	30000	95	72400	8,000.00	5,000	-	3,000.00
ACTIVITY 4	8059	30000	95	72500	6,000.00	4,000	-	2,000.00
ACTIVITY 4	8059	30000	95	72800		655		655.00
ACTIVITY 4	8059	30000	95	73100	12,000.00	12,000		-
ACTIVITY 4	8059	30000	95	73400	12,000.00	6,000	-	6,000.00
ACTIVITY 4	8059	30000	95	74200	2,000.00		-	2,000.00
ACTIVITY 4	8059	30000	95	74500	2,617.00	150	-	2,467.00
ACTIVITY 4	8059	30000	95	75100	5,490.00	3,545	-	1,945.00
ACTIVITY 4	8059	30000	95	75700	1,000.00	1,500		500.00
								-
ACTIVITY 4	8059	30000	10282	72300	5,000.00	10,000		5,000.00
ACTIVITY 4	8059	30000	10282	75100	400.00	800		400.00
ACTIVITY 4	8059	30000	10282	75700	- 118,021.00			118,021.00
ACTIVITY 4	8059	30000	10282	75700	118,021.00		-	118,021.00
					1,607,085.01	**1,457,967**	**-**	**149,118.01**

Activity	Amount Ver G	Amount Ver H	Change log Ver H-G	
ACTIVITY1	-	-	-	
ACTIVITY1.1	89,500.00	58,111.00	- 31,389.00	
ACTIVITY1.2	106,500.00	89,711.00	- 16,789.00	
ACTIVITY1.3	140,100.00	74,316.00	- 65,784.00	
ACTIVITY1.4	78,728.00	94,765.00	16,037.00	316,903
ACTIVITY 2	- 173,753.00	-	173,753.00	
ACTIVITY 2.1	504,300.00	408,908.00	- 95,392.00	
ACTIVITY 2.2	129,000.00	89,233.00	- 39,767.00	
ACTIVITY 2.3	15,000.00	-	- 15,000.00	
ACTIVITY 2.4	86,324.00	126,144.00	39,820.00	624,285
ACTIVITY 3	-	-	-	
ACTIVITY 3.1	32,000.00	33,170.00	1,170.00	
ACTIVITY 3.2	109,000.00	31,015.00	- 77,985.00	
ACTIVITY 3.3	38,080.00	5,136.00	- 32,944.00	69,321
ACTIVITY 4	452,306.01	447,458.00	- 4,848.01	447,458
G Total	**1,607,085.01**	**1,457,967.00**	**- 149,118.01**	**1,457,967**

Implementing Agent	Amount Ver G	Amount Ver H	Change log Ver H-G
DCOS	879,454.01	1,018,261.00	138,806.99
NEX	727,631.00	439,706.00	- 287,925.00
G Total	**1,607,085.01**	**1,457,967.00**	**- 149,118.01**

Donor	Amount Ver G	Amount Ver H	Change log Ver H-G
TRAC	105,000.00	-	- 105,000.00
SDC	677,723.01	486,987.00	- 190,736.01
DANIDA	824,362.00	970,980.00	146,618.00
G Total	**1,607,085.01**	**1,457,967.00**	**- 149,118.01**

Budget Item	Amount Ver G	Amount Ver H	Change log Ver H-G		
63100	-	3,430.00	3,430.00		-
63300	2,500.00	2,500.00	-		-
64300	16,500.00	-	- 16,500.00		-
71300	171,500.00	99,382.00	- 72,118.00		-
71400	465,400.00	432,330.00	- 33,070.00		-
71600	70,000.00	40,000.00	- 30,000.00		-
72100	83,000.00	170,120.00	87,120.00		-
72200	- 626,000.00	5,000.00	631,000.00		-
72300	30,000.00	18,000.00	- 12,000.00		-
72400	19,000.00	14,600.00	- 4,400.00		-
72500	19,000.00	7,000.00	- 12,000.00		-
72700	-	1,150.00	1,150.00		-
72800	15,000.00	15,655.00	655.00		-
73100	21,000.00	28,300.00	7,300.00		-
73400	27,000.00	18,000.00	- 9,000.00		-
74100	1,000.00	1,000.00	-		-
74200	98,000.00	129,242.00	31,242.00		-
74300	7,000.00	6,000.00	- 1,000.00		-
74500	2,617.00	150.00	- 2,467.00		-
75100	111,266.15	108,002.00	- 3,264.15	-	0.00
75700	1,073,301.86	358,106.00	- 715,195.86		-
G Total	1,607,085.01	1,457,967.00	- 149,118.01		0.00

Change log (Version A to B) for AWP 2020

Award ID: 00105480
Atlas Project ID: 00121475
Project Title: Efficient and Accountable Local Governance (EALG) covid-19   **in USD**

Activity	Implementing Agent	Fund Code	Donor	Budget Item	Amount Ver A	Amount Ver B	Change log Ver A-B
ACTIVITY1	8059		Trac 1	72,200	47,274.00	-	- 47,274.00
ACTIVITY1	8059		Trac 1	72,300	8,286.00	8,546.00	260.00
ACTIVITY1	8059		Trac 1	72,400	7,487.00	-	- 7,487.00
ACTIVITY1	8059		95	72,200	18,385.00	-	- 18,385.00
ACTIVITY1	8059		95	72,400	14,686.00	-	- 14,686.00
ACTIVITY1	8059		95	75,100	2,646.00	-	- 2,646.00
ACTIVITY1	8059		10282	72,200	11,068.00	-	- 11,068.00
ACTIVITY1	8059		10282	72,400	7,343.00	-	- 7,343.00
ACTIVITY1	8059		10282	75,100	1,473.00	-	- 1,473.00
ACTIVITY1	1981		Trac 1	72,300	40,467.00	41,953.00	1,486.00
ACTIVITY1	1981		Trac 1	72,400	1,486.00	-	- 1,486.00
ACTIVITY1	1981		Trac 1	75,700	-	-	-
ACTIVITY1	1981		Trac 1	76,100	-		-
ACTIVITY1	1981		Trac 2	71,600	20,792.00	-	- 20,792.00
ACTIVITY1	1981		Trac 2	72,200	30,208.00	31,504.00	1,296.00
ACTIVITY1	1981		Trac 2	72,300	184,166.00	164,774.00	- 19,392.00
ACTIVITY1	1981		Trac 2	72,400	14,834.00	15,290.00	456.00
ACTIVITY1	1981		Trac 2	74,100	-	20,694.00	20,694.00
ACTIVITY1	1981		Trac 2	74,700	-	5.00	5.00
ACTIVITY1	1981		Trac 2	75,700	-	11,371.00	11,371.00
ACTIVITY1	1981		Trac 2	76,100	-		-
ACTIVITY1	1981		95	72,300	127,811.00	84,052.00	- 43,759.00
ACTIVITY1	8059		95	75,100		2,802.00	2,802.00
ACTIVITY1	1981		95	75,100	10,225.00	6,556.00	- 3,669.00
ACTIVITY1	1981		10282	72,300	63,905.00	61,445.00	- 2,460.00
ACTIVITY1	8059		10282	75,100		1,560.00	1,560.00
ACTIVITY1	1981		10282	75,100	5,112.00	5,025.00	- 87.00
ACTIVITY1	1981		10282	75,700	-	2,547.00	2,547.00
ACTIVITY1	1981		10282	76,100	-		-
ACTIVITY2	8059		Trac 1	71,600	-	7,450.00	7,450.00
ACTIVITY2	8059		95	72,400	-	14,617.00	14,617.00
ACTIVITY2	8059		10282	72,400	-	7,308.00	7,308.00
ACTIVITY2	1981		Trac 2	71,300	-	3,710.00	3,710.00
ACTIVITY2	1981		Trac 2	74,200	-	2,652.00	2,652.00
ACTIVITY3	8059		Trac 1	73,100	-	47,051.00	47,051.00
ACTIVITY3	8059		95	73,100	-	18,298.00	18,298.00
ACTIVITY3	8059		10282	73,100	-	11,016.00	11,016.00
							-
							-
							-
							-
					617,654.00	**570,226.00**	- **47,428.00**

Activity	Amount Ver A	Amount Ver B	Change log Ver A-B		
ACTIVITY1	617,654.00	458,124.00	- 159,530.00		
ACTIVITY2	-	35,737.00	35,737.00		
ACTIVITY3	-	76,365.00	76,365.00		
ACTIVITY4	-	-	-	-	
G Total	617,654.00	570,226.00	- 47,428.00	-	-

Implementing Agent	Amount Ver A	Amount Ver B	Change log Ver A-B
DCOS	499,006.00	451,578.00	- 47,428.00
NEX	118,648.00	118,648.00	-
G Total	617,654.00	570,226.00	- 47,428.00

Donor	Amount Ver A	Amount Ver B	Change log Ver A-B
TRAC 1	105,000.00	105,000.00	-
TRAC 2	250,000.00	250,000.00	-
SDC	88,901.00	88,901.00	-
DANIDA	173,753.00	126,325.00	- 47,428.00
G Total	617,654.00	570,226.00	- 47,428.00

Budget Item	Amount Ver A	Amount Ver B	Change log Ver A-B
63100	-	-	-
63300	-	-	-
64300	-	-	-
71300	-	3,710.00	3,710.00
71400	-	-	-
71600	20,792.00	7,450.00	- 13,342.00
72100	-	-	-
72200	106,935.00	31,504.00	- 75,431.00
72300	424,635.00	360,770.00	- 63,865.00
72400	45,836.00	37,215.00	- 8,621.00
72500	-	-	-
72700	-	-	-
72800	-	-	-
73100	-	76,365.00	76,365.00
73400	-	-	-
74100	-	20,694.00	20,694.00
74200	-	2,652.00	2,652.00
74300	-	-	-
74500	-	-	-
74700		5.00	5.00
75100	19,456.00	15,943.00	- 3,513.00
75700	-	13,918.00	13,918.00
G Total	617,654.00	570,226.00	- 47,428.00

Row Labels	Sum of Amount
71300	3,710.00
71600	7,450.00
72200	31,504.00
72300	360,770.00
72400	37,215.00
73100	76,365.00
74100	20,694.00
74200	2,652.00
74700	5.00
75100	15,943.00
75700	13,918.00
Grand Total	570,226.00

Row Labels	Sum of Amount
1,981.00	451,578.00
8,059.00	118,648.00
Grand Total	570,226.00

Sum of Am	Column Labels			
Row Labels	12	95.00	10282	Grand Total
ACTIVITY1	294,137.00	93,410.00	70,577.00	458,124.00
4000	50,499.00			50,499.00
1981	41,953.00			41,953.00
8059	8,546.00			8,546.00
4010	243,638.00			243,638.00
1981	243,638.00			243,638.00
28644		90,608.00	69,017.00	159,625.00
1981		90,608.00	69,017.00	159,625.00
8059		-	-	-
(blank)		2,802.00	1,560.00	4,362.00
8059		2,802.00	1,560.00	4,362.00
ACTIVITY2	13,812.00	14,617.00	7,308.00	35,737.00
4000	7,450.00			7,450.00
8059	7,450.00			7,450.00
4010	6,362.00			6,362.00
1981	6,362.00			6,362.00
28644		14,617.00	7,308.00	21,925.00
8059		14,617.00	7,308.00	21,925.00
ACTIVITY3	47,051.00	18,298.00	11,016.00	76,365.00
4000	47,051.00			47,051.00
8059	47,051.00			47,051.00
28644		18,298.00	11,016.00	29,314.00
8059		18,298.00	11,016.00	29,314.00
Grand Tota	355,000.00	126,325.00	88,901.00	570,226.00

United Nations Development Programme

Mozammel

24-Nov-2020

L.C

24-Nov-2020

Country: BANGLADESH
Initiation Plan (Revised)

Project Title: COVID-19-Efficient and Accountable Local Government (EALG)

Project/Award ID: 00105480
Covid-19 Output ID: 00121475

Expected UNDAF/CP Outcome(s): All people have equal rights, access and opportunities/ Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups

Expected CPD Output(s): 1.2 National and local governments have the capacity to implement urban and rural poverty policies and programmes.
2.3 The government has the capacity to develop policies and carry out sectoral and geographical interventions in districts where inequality of progress is evident.

Initiation Plan Start/End Dates: May 2020-March 2021

Implementing Partner: DIM (UNDP) and Local Government Division (LGD)

Brief Description

EALG Project is to strengthen the capacities of local governments and other stakeholders to foster participatory local development service delivery for the SDGs. The Project has three components, which are 'Inclusive and Accountable Upazila Parishad' (IAUZP: Component-1); 'Sustainable and Democratic Union Parishad' (SDUP: Component-2) and 'Policy for Effective Local Governance' (PELG: Component-3). The project has been implementing in partnership with Local Government Division and funded by DANIDA< SDC and UNDP.

COVID-19 (corona virus) has put the global community, including Bangladesh, into an unforeseen challenge. The World Health Organization (WHO) declared 2019–20 coronavirus outbreaks a Public Health Emergency of International Concern (PHEIC) on 30 January 2020. With the rapidly evolving COVID-19 around the globe, on 13 March 2020 the IEDCR, Bangladesh confirmed first death from the novel corona virus. According to the government information, till 10th May 2020 Bangladesh has recorded 14657 confirmed cases of which 228 reported death.

Presently, under the COVID 19 situation, the project is on a process for supporting its beneficiaries/ key stakeholders through preventive materials, awareness raising support and installation of handwash facilities to protect them from COVID 19 infections and risks. It is expected that the project will achieve following results:

- 37629 EALG stakeholders/ beneficiaries supported by preventive materials (mask, sanitizer/ hexasol, soap, hand gloves, etc.) to prevent COVID 19 infections
- 8771 EALG stakeholders/ beneficiaries supported by PPE to prevent COVID 19 infections

- 251000 people aware through the awareness raising initiative on COVID 19 prevention, protection of HR and prevention of VAW
- 125500 people have access to handwashing facilities as part of COVID 19 prevention at their localities
- 251 UP improved capacity for COVID 19 response by engaging a temporary worker
- 62750 people reached by union focal point for COVID 19 response

Programme Period	2018-2022
Atlas Project Number:	00105480
Covid-19 Output ID:	00121475
Gender Marker:	2

Total resources required	USD	**570226**	
Total allocated resources:	USD	**570226**	
• Regular			_____
• Other:			
• Donor-SDC	USD	82316	
• Add (GMS 8%)	USD	6585	
• Donor-DANIDA	USD	116967	
• Add (GMS 8%)	USD	9358	
• Government	USD	0.00	
• UNDP/ TRAC I	USD	105000	
• UNDP/ TRAC II	USD	250000	
Unfunded budget:			_____

Justification:

The last approved budget (in EALG COVID 19 PIP) was USD 617654 and present proposed budget is USD 570226. This decrease (USD 47428) is mainly due to unspent money of DANIDA in EALG COVID 19 PIP. EALG now needs to take this money back into EALG main project to manage its other expenditures (such as mid-term evaluation) to be charged on DANIDA.

Agreed by UNDP:

(Sudipto Mukerjee, Resident Representative)

I. PURPOSE AND EXPECTED OUTPUT

A short description justifying the need for an Initiation Plan for this project and the expected output.

Purpose:

The overall purpose of EALG's COVID 19 response initiative is to provide necessary preventive materials (mask, sanitizer, hand gloves, soap, etc.), PPE, handwash facilities, capacity building and awareness raising support to EALG's beneficiaries/ stakeholders including UP representatives, Steering Committee Members, Gram Police so that they can keep themselves safe while participating in the COVID 19 response initiative implanted in their localities by the government and other relevant actors.

Expected Output:

Likelihood of COVID 19 infections among the key stakeholders of EALG reduced by receiving preventive materials and necessary awareness.

II. MANAGEMENT ARRANGEMENTS

A short description of the individuals, organisations, and/or team structure required to conduct the activities of the Initiation Plan. If the size and scope of the Initiation Plan requires the establishment of a project board, describe the structure here and include a diagram if needed, drawing from the standard diagram provided in the full project document template.

The COVID response activity of EALG will be implemented under the same modality as it has been following for its regular operation. However, the whole COVID 19 repurposed amount **(598,198)** will be kept under a new output to be created in Atlas. This output will follow a DIM budget modality. So, all most all sorts of procurement will be done following UNDP procurement modalities and through UNDP procurement unit.

Other key features of implementation of activities of this output are as follows:

- ✓ EALG COVID 19 response initiative will be aligned with UNDP COVID 19 response framework and necessary guidance will be taken from RR/DRR and COVID 19 taskforce of UNDP Bangladesh, as appropriate.
- ✓ The entire COVID 19 response initiative will be implemented and managed under the leadership and guidance of National Project Director (NPD) and Deputy National Project Directors (DNPDs) to align this initiative with government priorities. However, COVID 19 response initiative from TRAC II money will follow DIM modality.
- ✓ EALG Project Coordinator will coordinate the entire planning and implementation of the activities under this output.
- ✓ The existing PMU staff and field set-up of EALG will implement the activities targeted under this output.
- ✓ All implementation will be implemented in collaboration with District and Upazila Administration, as appropriate.
- ✓ District and Upazila administrations will monitor the implementation of EALG COVID 19 response initiative.
- ✓ Fund transfer to the district and union bank account (operating for EALG activities) will be done through NPD's account opened for EALG operation.

III. MONITORING

A description of the monitoring requirements for the Initiation Plan.

Please refer to how the output and associated activity results shall be monitored, reviewed and assessed, depending on the scope and duration of the Initiation Plan (i.e. an Initiation Plan with a 9 months duration to start-up pilot activities shall require the combination of various monitoring tools and mechanisms, as opposed to a short Initiation Plan established to hire a consultant for the finalization of the Project Document).

As minimum requirement, an Initiation Phase Report should be prepared at the end of the Initiation Plan, using the standard format available in the Executive Snapshot *in addition to attaching the full project document if developed or an explanation if initiation failed to produce a full project.*

A monitoring cell is already established at DC's office which will be utilized for monitoring of the services. In addition, having support from DDLG and UNOs, District Facilitators (DFs) of EALG will monitor the quality of services. DFs will ensure monitoring and reporting on field level activities on COVID response.

EALG will take deliberate action to avoid overlapping and duplication of efforts. Beneficiaries of the support will be recorded and documented properly though engaging the UP functionaries under technical guidance from District Facilitators and oversight from DDLG and local administration. EALG will collaborate and coordinate its services with the local administration and UPs to carefully avoid duplication. The distribution will be done in coordination and collaboration and or direct engagement of Upazila and District Administration and local governments.

During implementation of the project, the UP Chairman and or his/her designated representative/s would also monitor the activity implementation in their localities through visit and observation. They will also be supplied a simple format for reporting of their implementation after end of implementation.

However, a report will be written and to be shared with the relevant stakeholder describing lessons learnt and results after the end of implementation summarizing the data to be collected from the field. District Facilitators posted in nine districts will be the main route of sending data to PMU. As the project is for four-month duration, a bi-monthly progress report will be produced apart from a full project report to be produced after the end of project period.

IV. WORK PLAN

Period[1]:

EXPECTED OUTPUTS — And baseline, indicators including annual targets	PLANNED ACTIVITIES — List activity results and associated actions	TIMEFRAME						RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4	Q5	Q6		Funding Source	Budget Description	Amount
Output 1 Likelihood of COVID 19 infections among the key stakeholders of EALG reduced by receiving preventive materials and necessary awareness. *Baseline: 0* *Indicators:* *# of EALG stakeholders/ beneficiaries supported by preventive materials (mask, sanitizer/ hexasol, soap, hand*	1. Preventive material distributed - Collect need from the field on preventive materials - Procuring preventive materials - Distribution of preventive materials to the beneficiaries/ stakeholders of which at least 15% are women - Distribution of PPE to the beneficiaries/ stakeholders of which at least 15% are women - Support to Khulna District Administration initiative on COVID 19 preventive materials procurement and distribution - Monitoring distribution and results		■	■	■			UNDP	SDC, DANIDA and TRAC I and TRAC II	Mask-112887 piece; Sanitizer-37629 piece; Hand Gloves-37629 piece, Soap-75258 piece, and PPE-7781 sets. **NEX- USD Total 8546** **SDC-DCOS-USD 63992** **DANIDA-DCOS-USD 84052** **TRAC I-DCOS-USD 41953** **TRAC I-NEX-USD 8546**	SDC-DCOS-USD 63992 DANIDA-DCOS-USD 84052 TRAC I-DCOS-USD 41953 TRAC I-NEX-USD 8546 [of which USD 29781 (15%) is for women specific allocation]

---

[1] Maximum 18 months

Indicators	Activities			Description	Budget
gloves, etc.) to prevent COVID 19 infections	**2. People's awareness raised**				SDC-NEX- USD 7308
# of stakeholders/ beneficiaries supported by PPE to prevent COVID 19 infections	- Collect need from the field on awareness raising - Fund transfer to union bank account - Support UPs in Facebook campaign including on COVID 19 and prevention of VAW and protecting HR.	UNDP, LGD	SDC, DANIDA and TRAC I and TRAC II	Union level miking on COVID 19, VAW and HR awareness, Union level cell phone messaging, Facebook Campaign using UP Facebook and Logistic support	DANIDA-NEX- USD 14617 TRAC I-NEX- USD 7450 TRAC II-DCOS- USD 6362
# of people aware through the awareness raising initiative on COVID 19 prevention, protection of HR and prevention of VAW	- Support UPs in miking messages including on COVID 19 and prevention of VAW and protecting HR. - Support UPs in cell phone messaging including on COVID 19 and prevention of VAW and protecting HR.			**NEX- USD Total 29375** **SDC-NEX- USD 7308** **DANIDA-NEX- USD 14617** **TRAC I-NEX-USD 7450** **TRAC II-DCOS- USD 6362**	[of which USD 5360 (15%) is for women specific allocation]
# of people have access to handwashing facilities as part of COVID 19	- Prepare poster, audio and video song for raising awareness on COVID 19 and Prevention of VAW - Monitoring activities and results				

6

prevention at their localities *Targets:* *37629* *7781* *251000* *125500* ***Related CP outcome:*** *Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups*	3. Established hand washing facilities and Improve capacity of LGIs - Collect need from the field on handwashing facilities - Support UP to identify appropriate places for installation of handwashing facilities so that man and women have equal access to the facilities - Support UP to install appropriate handwashing facilities - Support UP to appoint a caretaker for handwashing facilities - Monitoring performance and results	UNDP, LGD	SDC, DANIDA and TRAC I and TRAC II	Expenditure for handwashing equipment; and provide caretaker payment. **NEX- USD 76365** **SDC-NEX-USD 11016** **DANIDA-NEX-USD 18298** **TRAC I-NEX-USD 47051** **TRAC II-DCOS-USD 243638**	SDC-NEX-USD 11016 DANIDA-NEX-USD 18298 TRAC I-NEX-USD 47051 TRAC II-DCOS-USD 243638 [of which USD 48000 (15%) is for women specific allocation]

Indicator:		
# of UP improved capacity for COVID 19 response by engaging a temporary worker	- Support UP by engaging a temporary worker for COVID 19 response	
	- Establish a union focal point for COVID related quarries	
# of people reached by union focal point for COVID 19 response	- Monitoring performance and results (Logistics: Transportation and Communication)	
Baseline:	- Purchasing and distribution of megaphone/ Hand mikes to UPs and UZPs	
0	- DPC (8%) on TRAC II	
0		
Target:		
251		
62750		

TOTAL Cost	NEX- USD 114286	USD 554283
GMS	GMS 6585 (on USD 82316 of SDC) + 9358 (on USD 116967 of DANIDA)	USD 15943
Grant Total		UDS 570226

Md. Shariful Hoque
Project Coordinator
EALG Project

8

C - 6

EALG Cash/Resource Balance as of 22 Nov 2020

Output	Output Descr	Fund	Donor	Donor Des	Opening Cash B	Revenue Collect	Future Due	Total Resource	Current Year Bu	Next Year Bud	Future Years B	Total Budget	Over/Under Rep
106748	Efficient and Accountable LG	30000	95	DEN	838,415.88	(16,198.25)	394,570.71	1,216,788.34	824,362.00	204,685.00	166,217.00	1,195,264.00	21,524.34
106748	Efficient and Accountable LG	30000	10282	SDC	1,295,658.10	548,718.56	718,171.93	2,562,548.59	677,723.01	1,081,953.00	761,385.00	2,521,061.01	41,487.58
121475	Covid-19 EALG	28644	95	DEN	-	173,753.00	-	173,753.00	173,753.00	-	-	173,753.00	-
121475	Covid-19 EALG	28644	10282	SDC	-	88,901.00	-	88,901.00	88,901.00	-	-	88,901.00	-
	Total				2,134,073.98	795,174.31	1,112,742.64	4,041,990.93	1,764,739.01	1,286,638.00	927,602.00	3,978,979.01	63,011.92

A - 4

Annual Planning Workshop
of
'Efficient and Accountable Local Governance (EALG)' Project
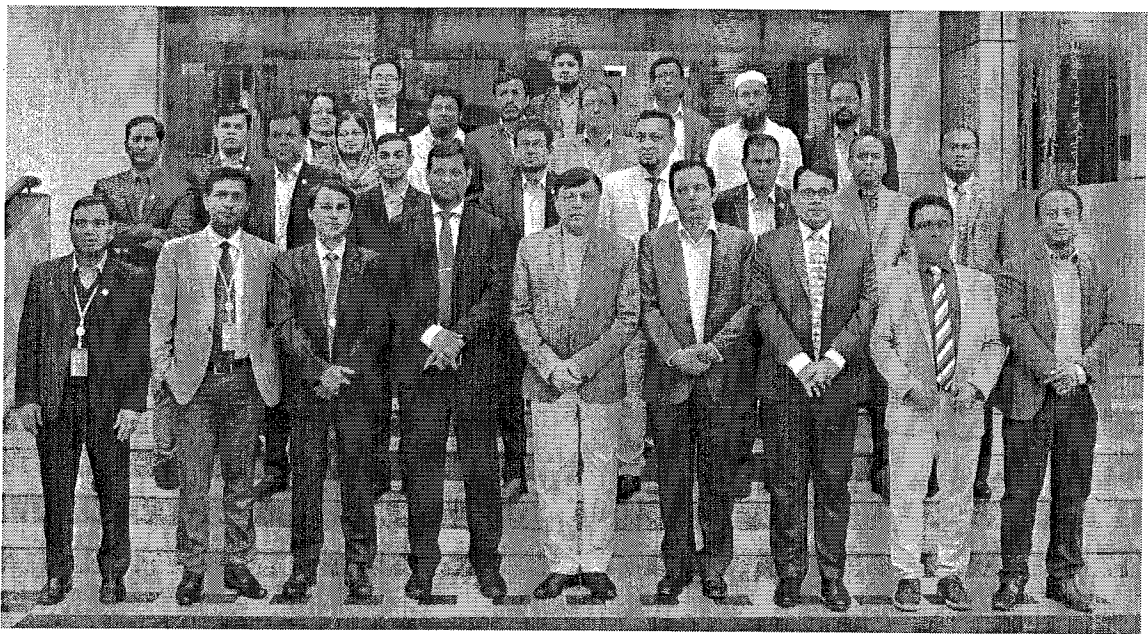
Date: 18-20 December 2019
Venue: BCDM, Rajendrapur, Gazipur

Md. Shariful Hoque
Project Coordinator
EALG Project

Introduction:

The Annual Planning Workshop of 'Efficient and Accountable Local Governance (EALG)' was held on 18-20 December 2019 at BCDM, Rajendrapur, Gazipur. The workshop was chaired by Mr. Amitavh Sarker, Additional Secretary, Local Government Division and National Project Director of EALG Project. Deputy National Project Directors (DNPDs) of EALG project, Deputy Directors (Local Government) of nine districts, Policy Specialist of Democratic Governance Portfolio, UNDP; EALG project staffs including the Project Coordinators, Capability Development and Gender Officer, M&E and MIS Officer, Knowledge Management and Gender Officer, District Facilitators, Admin & Finance Associate and Project Assistant were present in the workshop.

Objectives of the workshop:

- Share overall achievements and results of EALG project
- Share progress of nine districts (results, achievements, challenges & mitigative measures, and lessons learned)
- Share the innovations and best practices of nine districts
- Share and finalize the Annual Work Plan (AWP) and priorities for 2020
- Set strategy/modality for effective implementation of the AWP 2020
- Share the EALG monitoring strategy and MIS indicators
- Share the ToRs of UZP Standing Committee and strategies for implementation of these ToRs
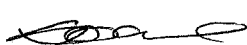
Workshop Sessions:

1: Presentation on overall progress and results of EALG project for the year of 2019:

The Project Coordinator of EALG project shared the achievements and results of EALG project attained in 2019. He mentioned that the project has achieved some good results in this year in spite of having some challenges. Project's results are more visible, which is satisfactory; this trend needs to be retained and continued. These are: (a)13% schemes implemented under the leadership of UZP women Vice Chairs at Upazila level whereas 20% schemes implemented by UP women representatives at Union level, (b) 12% of total UP budget under EALG allocated for the development of women and marginalized citizens;(c) increased transparency and accountability 35% UPs, (d) for the first time under EALG prepared and published their annual reports (e) for the first time EALG introduced a systematic public hearing at 16 UP level to enhance accountability and public engagement. Through the hearing a total of 244 issues raised by the citizen and instant initiatives were taken to resolve 103 issues (f) 100% UPs organized Ward Shava and Open Budget sessions where poor (14%), youth (16.5) and women (35%) attended and raised their voice, (g)100% Upazila under EALG organized open budget sessions and published their budget timely where women (36%), poor (8%) and youth (17%) attended and raised their voice, (h) EALG is working with low performing UPs and after its interventions, a total of 55% UPs improved their performance and received block grants from LGSP-3 in 2018-19 fiscal year. A total of 6,93,61,487 BDT received from LGSP-3 as performance grant where 83,23,378(12%) BDT were allocated for marginalized and women citizens etc. During this period, the project could utilize around 91 % of its resources allocated for this year. By end of December the delivery will be close to 100%.

2. Presentation of nine districts results, achievements, challenges & mitigative measures, and lessons learned for 2019:

The Deputy Directors-Local Governance and or District Facilitators of nine districts presented their individual district's results, lessons-learned, challenges and mitigative measures, innovations, and best practices. All districts have completed almost all of their individual activities within the time-frame. All districts implemented most of the targeted activities; rest of the activities will be implemented within 31 December 2019. Nobody informed that any activity will remain unfinished. All districts results are more visible, which is satisfactory; this

trend needs to be retained and continued. Some results, best practices and innovations have been appreciated by the workshop participants.

3. Group work: Identifying innovations for improving local governance:

All participants of the workshop were divided into four groups and were assigned to brainstorm for identifying the innovations for improving local governance system under project area. After discussion among these group; the group members identified eight best practices for scaling up. These are:

1. Software-based tax collection
2. UP ponds may be used for fish culture
3. Ward Shava schemes may be hanged in Open Budget Session.
4. Birth registration within 45 days of birth
5. GPS based monitoring
6. Tax fair and public hearing
7. Capacity Development money retention
8. 100% beneficiary list uploaded in web-portal.

4. Share and finalize the Annual Work Plan (AWP) and priorities for 2020

The Project Coordinator of EALG project shared the major activities proposed for implementation in 2020, which have been incorporated in the Annual Work Plan-2020. He mentioned that based on success in 2019, some activities have been incorporated for implementing in 2020.

5. Set strategy/modality for effective implementation of the AWP 2020

Mr. Azizul Haque, Capacity Development and Gender Officer presented the modality for effective implementation of AWP. He also presented the expected outputs and outcomes of the new activities to be implemented in 2020. He also requested DFs to follow the guideline for implementing the activities at the field level as well as for recording & reporting effectively.
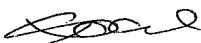
6. Discussion on EALG monitoring strategy and MIS indicators

Md. Shahadot Hossain, M&E and MIS Officer presented the draft M&E strategy of the project along with the monitoring targets and tools. In his presentation, he discussed about the frequency of monitoring visits by different project personnel including DFs, M&E and MISO, CD&GO, KM&CO, PC, PS, DDLG, DNPD and NPD. He also proposed to follow the monitoring checklist while completing any field visit by any project staff. During the discussion, specific monitoring targets and frequency were set for all officials.

7. Share the ToR of UZP Standing Committee and Strategies for implementation developed by Consultant

Dr. Pranab Kumar Pandey, Professor, Department of Public Administration, Rajshahi University presented the draft ToR of 17 Standing Committees of UZP and details modality for implementing of these ToR developed by himself. A detail discussion was held on these ToR and all participants provided their suggestions on ToRs; especially Dr. Mobasser Monem, Professor, Department of Public Administration, Dhaka University gave his valuable comments in improving and execution of this ToRs.

Decisions of the Workshop:

- Inception at Cox's Bazar will be organized in first week of January 2020.
- Coordination meeting with LGSP, UGDP and similar project will be organized at Dhaka very soon.
- Project's results will be documented properly and will be published. A draft story book will be shared with senior management by end of January 2020.
- GPS location will mandatorily be used by all districts in capturing photos of project events.
- In case of remote UPs, some training programmes may be held at Upazila level instead of district level considering TA and DA of participants.
- DDLGs and DFs will take initiatives for ensuring PBG of all 30 UPs in 2019-20.
- DDLGs and DFs will visit all the UPs and UZPs on regular basis.
- Newly recruited UP Accountant cum Computer Operators should be included in the EALG training programmes.
- Tax collection and local resource mobilization should be emphasized more in 2020; Tax assessment can be conducted, and tax fair can be organized in all UPs;
- The project will organize a sharing session with project management team on the final baseline report.
- AWP needs to be finalized before deadline and donor's requirements;
- Refresher training for the UP-Gram Police and standing committee members needs to be organized again.
- The final publication of research grant should be completed in 2020;
- The project took decision for applying eight types of best practices for scaling up. These are: 1.Software-based tax collection, 2. UP ponds may be used for fish culture, 3. Ward Shava schemes may be hanged in Open Budget Session, 4. Birth registration will be completed within 45 days of birth, 5.GPS based monitoring, 6. Conducting tax fair and public hearing, 7. Capacity Development money retention, 8. 100% beneficiary list uploaded in web-portal.
- In open budget session at UP/UZP level different line department/ transferred department officials should be present.
- DFs will provide feedback on Web based MIS indicators within one week and based on the feedbacks this MIS will be finalized and executed soon.
- Project will assess which UZP and UP services are essential for the citizens and how these services can improve the lives of citizens.
- The project will support LGD to issue a letter to perform some activities perfectly from ADP fund; i.e. organizing open budget session, conducting public hearing, organizing Ward Shava, conducting standing committee meeting at UP level and conducting open budget session at UZP level.
- The project will support LGD to issue a letter for organizing foreign training.
- All DFs and DDLGs will follow up for updating of UP/UZP websites.

Closing:

The Chair thanked all the participants for their active participation. He appreciated the role of UNDP and LGD for their extended supports for the LGIs and for the project. He thanked all staff for achieving good results despite having some challenges. The suggested the project staffs to undertake necessary initiatives for implementation of the decisions and recommendations of the workshop for the betterment of the project.

Annex-1: Program Schedule

Program Schedule for Annual Planning Workshop, 2020
Efficient and Accountable Local Governance (EALG) Project
Duration: 18-20 December 2019
Venue: BCDM, Rajendrapur, Gazipur

Sl.	Program	Time	Responsibility
	Day 1: 18 December 2019 (Wednesday)		
	Arrival and check in	16.00-17.30	All participants
	Welcome tea	17.30-18.00	All participants
1	Inaugural session	18.00-19.00	Secretary, LGD NPD, EALG Project Representatives of UNDP and Development Partners
2	Presentation and discussion on overall Progress and Results of EALG Project	19.00-19.45	Project Coordinator
	Dinner	19.45-21.00	All participants
	Day 2: 19 December 2019 (Thursday)		
	Breakfast	07.30-09.00	All participants
3	District-wise presentation: Results, Achievements, Challenges, lessons learned and issues of project implementation (around 15 minutes presentation per district and question and answer): Rajshahi, Faridpur, Khulna, Patuakhali and Cox's Bazar districts	09.00-11.00	DDLGs & District Facilitators
	Tea break	11.00-11.15	
4	District-wise presentation: Results, Achievements, Challenges, lessons learned and issues of project implementation (around 15 minutes presentation per district and question and answer): Sunamganj, Netrokona, Chandpur and Rangpur districts	11.15-12.15	
5	EALG draft Annual Work Plan for 2020: Sharing and Discussions	12.15-13.00	Project Coordinator, EALG
	Lunch break	13.00-14.00	
6	Group work – Innovations in local governance: Strategies for 2020	14.00-14.50	Policy Specialist, UNDP
6	Presentation on group work	14.50-15.40	Four Groups
	Tea break	15.40-16.00	

5

Sl.	Program	Time	Responsibility
7	Consultation on EALG's Monitoring Framework and Indicators	16.00-17.00	M&E and MIS Officer and National Consultant on MIS
	Free time	17.00-20.00	
	Dinner	20.00-22.00	
Day 3: 20 December 2019 (Friday)			
	Breakfast	08.00-09.00	
8	Implementation modality of AWP 2020 and field events	09.00-9.40	Capacity Development & Gender Officer, EALG
9	Presentation on Terms of References of UZP Standing Committees and Strategies for Implementation	09.40-10.30	Prof. Pranab Pandey, National Consultant, EALG
	Teak break	10.30-10.45	
10	Discussions on the draft ToRs by designated discussants and participants	10.45-12.00	Prof. Mobasser Monem is one of the designated discussants
11	Wrap up and summary of discussions	12.00-12.20	Project Coordinator
12	Closing remarks by NPD	12.20-12.30	NPD, EALG
	Lunch and Prayer	12.30-14.30	
	Check out	14.30	

Annexure-2: List of Participants

Sl.	Name	Designation	Organization/Dept/ Division
A	**Government Official**		
1	Mr. Amitavh Sarker	National Project Director	LGD
2	Mr. Md. Iftikher Ahmed Chowdhury	Deputy National Project Director	LGD
3	Mr. Mohammad Zahirul Islam	Deputy National Project Director	LGD
4	Amal Krishna Mondal	Joint Secretary	ERD
5	Md. Moniruzzaman	DDLG, Faridpur	LG
6	Md. Abdullah Al Mahmud Zaman	DDLG, Chandpur	LG
7	Md. Hemayet Uddin	DDLG, Patuakhali	LG
11	Mr. Mohammed Amran Hossain	DDLG, Sunamganj	LG
12	Syed Forhad Hossain	DDLG, Rangpur	LG
13	Parvez Raihan	DDLG, Rajshahi	LG
14	Zia Ahmed Sumon	DDLG, Netrokona	LG
	Academician		
1	Dr. Mobasser Monem	Professor, Department of Public Administration	DU
2	Dr. Pranab Kumar Pandey	Professor, Department of Public Administration	RU
B	**UNDP**		
13	Mr. Md. Mozammel Haque	Policy Specialist, UNDP	UNDP
D	**EALG Project Personnel**		
18	Mr. Abu Shahin M. Ashaduzzman	Project Coordinator	UNDP
19	Mr. Azizul Haque Sarder	CD & Gender Officer	UNDP
20	Mr. Md Shahadot Hossain	Monitoring & MIS Officer	UNDP
21	Ms. Naoshin Afroz	KM & Communication Officer	UNDP
22	Mr. Md. Monir Hossain Mazumder	DF, Faridpur	UNDP
23	Mr. Nuruddin Mamun	DF, Chandpur	UNDP
24	Mr. Md. Iqbal Hasan	DF, Khulna	UNDP
25	Mr. Abu Hena Mostafa Kamal	DF, Rajshahi	UNDP
26	Mr. Abul Farah Mohammad Saleh	DF, Cox's Bazar	UNDP
27	Mr. Matiur Rahman	DF, Rangpur	UNDP
28	Mr. Abdur Razzaque	DF, Netrokona	UNDP
29	Mr. Momen Khan	DF, Patuakhali	UNDP
30	Syed Nazrul Islam	DF, Sunamganj	UNDP
31	Mr. Masud Ahmed Bhuiyan	Finance Associate	UNDP
32	Mr. Mohammad Sahab Uddin	Project Assistant	UNDP
33	Mr. Ashraful Islam Siddique	Individual Consultant-MIS	UNDP

Minutes on Activity Progress and Revising of AWP 2020
Efficient and Accountable Local Governance (EALG) Project

Date: 20 September 2020
Venue: EALG project and field office through zoom meeting

A progress review meeting for ongoing field level activity and AWP 2020 held on 20 September 2020 by EALG project and field office through zoom meeting. Md. Shariful Hoque, Project Coordinator chaired the meeting. Other staffs of EALG PMU office as well as District Facilitators (DFs) were also attended the meeting. A list of participants is enclosed in annex A.

Agenda of the meeting:

1. Progress status of ongoing activities and
2. Revising AWP 2020

At the beginning of the meeting, the Project Coordinator welcomed colleagues for attending the meeting. Discussions were taken place as per the agenda of the meeting which were in the following:

Agenda 1: Progress status of ongoing activities
A good discussion regarding ongoing activities, i.e. completion of COVID19 response programs, preparation of UP and UZP's Annual and Five-Year Planning, preparation of UP and UZP's Annual Report, organizing Ward Shava, hiring consultant and firm from central level, taking safety measures during COVID19 pandemic, etc done in a participatory manner. The Project Coordinator of EALG would like to know the present status of each activity to the focal persons and he also provided strategical guidance to the project staff to complete all of those activities successfully. Through the fruitful discussion from the meeting the following decision were taken.

✓ Bill-voucher of all completed activities have to be collected and preserved in the respective cost center;
✓ Preparation and publication of UP and UZP's Annual Report will be completed by November 2020;
✓ Preparation and publication of UP and UZP's Annual and Five-Year Planning have to be completed by December 2020;
✓ Hiring process of all consultants and firms should be awarded by October 2020.

Agenda 2: Revising AWP 2020
In consultation with NPD and development partners, some of the planned/regular activities of the project have been dropped and repurposed the amount to respond against COVID19. On the other hand, some of the new programmatic requirements came up from field level. The District Facilitators (DFs), raised the field level programmatic needs. They suggested to organize orientation to newly elected UP Secretaries on EALG's interventions and UP operation, training to Accountant cum Computer Operator (ACCO) on computer application and office management, provide orientation on EALG & LG to Newly Elected UP representatives, provide refreshers training for updating UP & UZP websites, training to WDF members on scheme designing & implementation, etc. In addition, the allocated budget for some of the activities in AWP 2020 has been increased. Hence the following decision were taken under the agenda.

✓ The repurposed amount for COVID19 has to be revised in AWP 2020;
✓ The increased amount in some cases will be adjusted following the existing rules;

1

✓ Project will try to allocate budget for new requirements/activities at field level.

The requirement of additional activities also discussed during project Coordination Workshop dated from 07-08 October 2020 at Gazipur. NPD, DNPDs, DDLGs and project staff were present in the Coordination Workshop and agreed to revise the budget and programmatic interventions as needed.

Considering the above context, the AWP 2020 has been revised.

A. Annexure: Participants' List:

SI.	Name	Duty Station	Designation
1	Md. Shariful Haque	Dhaka	Project Coordinator
2	Ms. Naoshin Afroz	Dhaka	KM & Communication Officer
3	Md. Saiful Islam	Dhaka	M&E and MIS Officer
4	Md. Shahab Uddin	Dhaka	Project Assistant
5	Md. Masud Ahmed Bhuyan	Dhaka	Finance Associate
6	Farabee Tarannum	Dhaka	Project Assistant
7	Mr. Azizul Haque Sarder	Dhaka	Capacity Development & Gender Officer
8	Mr. Md. Monir Hossain Mazumder	Faridpur	District Facilitator
9	Mr. Nuruddin Mamun	Chandpur	District Facilitator
10	Mr. Md. Iqbal Hasan	Khulna	District Facilitator
11	Mr. Abu Hena Mostafa Kamal	Rajshahi	District Facilitator
12	Mr. Abul Farah Mohammad Saleh	Cox's Bazar	District Facilitator
13	Md. Matiur Rahman	Rangpur	District Facilitator
14	Mr. Abdur Razzaque	Netrokona	District Facilitator
15	Mr. Syed Nazrul Islam	Sunamganj	District Facilitator
16	Mr. Momen Khan	Patuakhali	District Facilitator

UNDP Bangladesh NIM/DIM Project Recruitment Plan - 2020
Project/Cluster: Efficient and Accountable Local Governance (EALG) Project

1. HR Plan for 2020- New Hire

Position	Position reflected in Annual Work Plan Yes/No	Contract modality	Number of positions	Category/Band	Contract duration	Person Expected on board*	Budgeted amount in USD	Position budgeted & reflected in AWP Yes/No
Finance & Admin Officer	Yes	SC	1	National, SB 3	1 Year	1-Dec-20	2,102.00	Yes

NOTE:* Request for Service to be submitted at least 2 months prior the recruitment process
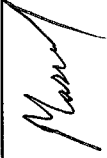
** The SCs salaries and Performance Bonus amount shall be allocated under 71405

1. Position management- Existing Staff (both national and international if applicable) all contract type (SC, IFTA, ITA, SSA)

Name	Post title	Contract modality	Level/Band	Contract end date	Planned extension	Remarks
Md. Mozammel Haque	Policy and Coordination Specialist (50%)	SC	National, SB 5/3	24-Sep-20	Continued	
Md. Shariful HOQUE	Project Coordinator	SC	National, SB 5/2	1-Apr-20	Continued	
Azizul Haque Sarder	Capacity Development & Gender Officer	SC	National, SB 4/3	30-Apr-20	Continued	
G M Saiful ISLAM	M&E and MIS Officer	SC	National, SB 3/5	26-Apr-20	Continued	
Naoshin Afroz	Knowledge Management & Communication Officer	SC	National, SB 3/2	30-Apr-20	Continued	
Masud Ahmed Bhuiyan	Finance & Admin Associate	SC	National, SB 3/2	30-Apr-20	Continued	
Md. Monir Hossain Mazumder	District Facilitator	SC	National, SB 3/3	14-Jul-20	Continued	
Abul Farah Mohammed Saleh	District Facilitator	SC	National, SB 3/3	16-Jul-20	Continued	
Nuruddin Mamun	District Facilitator	SC	National, SB 3/3	31-Jul-20	Continued	
Md. Iqbal Hasan	District Facilitator	SC	National, SB 3/3	14-Jul-20	Continued	
Abu Hena Mostofa Kamal	District Facilitator	SC	National, SB 3/3	31-Jul-20	Continued	
Abdur Razzaque	District Facilitator	SC	National, SB 3/3	31-Jul-20	Continued	
Momen Khan	District Facilitator	SC	National, SB 3/3	1-Sep-20	Continued	
Matiur RAHMAN	District Facilitator	SC	National, SB 3/3	30-Sep-20	Continued	

Syed Nazrul Islam	District Facilitator	SC	National, SB 3/3	27-Oct-20	Continued
Mohammad Sahab Uddin	Project Assistant	SC	National, SB 2/4	30 June 20	Continued
Farabee TARANNUM	Project Assistant	SC	National, SB 2/2	1-Apr-20	Continued
Md. Salimuzzaman	Driver-cum-Messenger	SC	National, SB 1/2	31-Jul-20	Continued
Md. Kamal UDDIN	Driver-cum-Messenger	SC	National, SB 1/2	23-Aug-20	Continued
Ashit Biswas Stephen	Driver-cum-Messenger	SC	National, SB 1/2	31-Jul-20	Continued
Md. Ashraf Ahammad	Driver-cum-Messenger	SC	National, SB 1/2	31-Jul-20	Continued

	Name	Designation	Date
Prepared by	Masud Ahmed Bhuiyan	Finance & Admin Associate EALG Project	27/10/20
Certified by	Md. Shariful HOQUE	Project Coordinator EALG Project	27.10.2020
Approved By			

Project Name: Efficient and Accountable Local Governance, Procurement Plan -2020

Country Office	Bangladesh
Submitted by:	EALG Project
Date:	22/10/2020

Instructions:
- Only include procurements to be done by UNDP for DIM, Management, support-to-NIM projects
- If you need additional lines, right-click and "Insert" rows, do not copy-paste, to keep drop-down menus & format.

PROMPT ID	Project Name	Project ID	Buyer	Type of Procurement Action	Title of Procurement Action	Description of goods, services or works required	Unit of Measure	Quantity	Estimated Unit Price in USD	Estimated Total Price in USD	Multi-year contract min USD 2020	Multi-year contract min USD (2021)	Procurement request submission date	Target Purchase Order Date (if Goods) and Planned Contract Start Date (if Civil Works, IC, or Services)	Final Delivery Date of Good/Services/Civil works/IC	Remarks	Process status
BGD-0000088592	EALG	00106748	Asma	IC	Individual Consultant (IC) Local	1.1.3. Prepare guideline for UZP Development and Coordination Committee (UZDCC) aligning with Union Development Coordination Coommittee (UDCC)/Consultant	Each	1	8,876.00	8,876.00	8,876.00		10.04.2020	30.05.2020	31.07.2020	Evaluation Completed	On going
BGD-0000088595	EALG	00106748	Asma	IC	Individual Consultant (IC) Local	1.1.7 Action research and guideline development on achieving SDG's target	Each	1	15,650.00	15,650.00	15,650.00		01.05.2020	15.06.2020	15.09.2020	Evaluation Completed	On going
BGD-0000088598	EALG	00106748	Asma	Services	Consulting Firm Services	1.2.8. Developing database for mapping potential beneficiaries for different GO-NGO services (safety net programs) at Cox's Bazar	Each	1	47,000.00	47,000.00	47,000.00		15.03.2020	30.04.2020	15.08.2020	Evaluation Completed	On going
BGD-0000088600	EALG	00106748	Asma	IC	Consulting Firm Services	2.4.5 Midterm Evaluation	Each	1	75,000.00	75,000.00	75,000.00		01.04.2020	15.05.2020	15.09.2020	Evaluation Completed	On going
BGD-0000089652	EALG	00106748	Asma	IC	Individual Consultant (IC) Local	1.3.10 Communication, Media, Visibility	Each	1	7,225.00	7,225.00	7,225.00		15.02.2020	01.03.2020	31.08.2020	Evaluation Completed	On going
BGD-0000089654	EALG	00106748	Asma	IC	Individual Consultant (IC) Local	2.1.9 Capacity Strenthening Assistance/Developing Web based MIS	Each	3	18,946.00	18,946.00	18,946.00		15.05.2020	30.05.2020	30.09.2020	Evaluation Completed	On going
BGD-0000088604	EALG	00106748	Asma	IC	Individual Consultant (IC) Local	2.4.7. Communication and Dissemination (Electronic Media)	Each	1	4,900.00	4,900.00	4,900.00		01.03.2020	15.03.2020	30.08.2020	Plan Submitted	
BGD-0000088605	EALG	00106748	Asma	IC	Individual Consultant (IC) Local	3.1.1. Conduct study on exploring potentials and challenges of integration of the UP, UZP and ZP Planning process	Each	1	12,736.00	12,736.00	12,736.00		15.03.2020	30.04.2020	15.07.2020	Evaluation Completed	On going
BGD-0000088608	EALG	00106748	Asma	IC	Individual Consultant (IC) Local	3.2.2. Conduct study on challenges of female members' participation and engagement in the activities of UP/UZP/ZP	Each	1	9,015.00	9,015.00	9,015.00		15.03.2020	30.04.2020	30.07.2020	Evaluation Completed	On going
BGD-0000089657	EALG	00106748	Asma	IC	Individual Consultant (IC) Local	4.8 Finance Support Expart	Each	1	2,600.00	2,600.00	2,600.00		01.03.2020	20.03.2020	31.07.2020	Evaluation Completed	Done
BGD-0000088610	EALG	00106748	Asma	Services	Workshop/Conference facilities	4.22 Annual planning workshop	Each	1	18,000.00	18,000.00	18,000.00		01.10.2020	01.11.2020	15.12.2020	Plan Submitted	Processing
BGD-0000117318	EALG	00105742	Asma	Goods	Office Equipments	4.16 Equipment and Logistics/Motorcycle	lot	1	13,500.00	13,500.00	13,500.00	-	01.03.2020	01.04.2020	01.05.2020	Plan Submitted	Processing
						Total			$ 219,948.00	$ 219,948.00	$ 219,948.00	$ -					

Project ID: 00105742

| BGD-0000117318 | EI-IP | 00105742 | Asma | Goods | Office Equipments | 4.16 Equipment and Logistics/Motorcycle | lot | 1 | 13,500.00 | 13,500.00 | 13,500.00 | | 01.03.2020 | 01.04.2020 | 01.05.2020 | Plan Submitted | Processing |

00121475, EALG Covid-19

				Goods	Office Equipments	Total			Total	Total	Total	Total						
BGD-0000118824	EALG-Covid	00121475	Masud Parvez	Goods	Office Equipments	Megaphone	lot	1	13,500.00	13,500.00	13,500.00	13,500.00	04.11.2020	15.11.2020	15.12.2020	Plan Submitted		Processing
						Total			$ 25,654.00	$ 25,654.00	$ 25,654.00	$ 25,654.00	$ -					

Continuous from previous year (2019)

				Type	Category	Description	Unit	Qty	Amount	Amount	Amount	Amount	Start		End	Status
	EALG	00106748	Ehsan	IC	Individual Consultant (IC) Local	3.1.2 Study to examine scope and areas for fiscal decentralizatrion for LGIS (continued)	Each	1	10,000.00	10,000.00	10,000.00	10,000.00				Completed
	EALG	00106748	Ehsan	IC	Individual Consultant (IC) Local	3.1.3 Develop Policy Brief on local resources mobilization (Continued)	Each	1	9,434.00	9,434.00	9,434.00	9,434.00				Completed
	EALG	00106748	Ehsan	Services	Consulting Firm Services	4.10. Driver (outsource)	Each	1	48,120.00	48,120.00	48,120.00	48,120.00				On going from previous year
						Total			$ 67,554.00	$ 67,554.00	$ 67,554.00	$ 67,554.00	$ -			

Micro Purchase

				Type	Category	Description	Unit	Qty	Amount	Amount	Amount	Amount	Start	Mid	End
	EALG	00106748		Printing & Publishing	Communications and Advocacy Services	1.3.13 Developing and dissemination of communication materials (brief, reports, success stories, photography, video, etc.)	Lot	1	5,000.00	5,000.00	5,000.00	5,000.00	01.05.2020	01.06.2020	30.06.2020
	EALG	00106748		Printing & Publishing	Communications and Advocacy Services	1.4.6. Communication and dissemination of equality and gender development for training and campaign, e.g. poster, fastoon, banner, story book, fact sheet, etc.	Lot	1	1,300.00	1,300.00	1,300.00	1,300.00	01.06.2020	01.07.2020	31.07.2020
	EALG	00106748		Printing & Publishing	Communications and Advocacy Services	2.2.2. Developing and dissemination of communication materials (brief, reports, success stories, photography, video, etc.)	Lot	1	5,000.00	5,000.00	5,000.00	5,000.00	01.07.2020	01.08.2020	01.12.2020
	EALG	00106748		Goods	Office Equipments	4.15 Equipment and Logistics	Lot	1	5,000.00	5,000.00	5,000.00	5,000.00	01.05.2020	01.06.2020	30.06.2020
	EALG	00106748		Goods	Office Equipments	4.15 Equipment and Logistics	Lot	1	10,000.00	10,000.00	10,000.00	10,000.00	01.06.2020	01.07.2020	31.07.2020
	EALG	00106748		Goods	Office Equipments	4.16 Equipment and Logistics/Motorcyle	lot	1	5,000.00	5,000.00	5,000.00	5,000.00	01.03.2020	01.04.2020	01.05.2020
	EALG	00106748		Goods	Office Equipments	4.18. Office Euipments	Lot	1	1,400.00	1,400.00	1,400.00	1,400.00	01.06.2020	01.07.2020	31.07.2020
	EALG	00106748		Goods	Office Equipments	4.18. Office Euipments	Lot	1	5,000.00	5,000.00	5,000.00	5,000.00	01.06.2020	01.07.2020	31.07.2020
	EALG	00106748		Goods	Office Equipments	4.18 Stationery and other office supply	Lot	1	3,000.00	3,000.00	3,000.00	3,000.00	01.03.2020	01.04.2020	01.05.2020
	EALG	00106748		Service	Workshop/Conference facilities	4.21. Coordination, PSC, PB, Staff Coordination meeting	Lot	1	10,000.00	10,000.00	10,000.00	10,000.00	01.06.2020	01.07.2020	31.07.2020
	EALG	00106748		Service	Workshop/Conference facilities	4.21. Coordination, PSC, PB, Staff Coordination meeting	Lot	1	8,900.00	8,900.00	8,900.00	8,900.00	01.06.2020	01.07.2020	31.07.2020
						Total			$ 26,300.00	$ 26,300.00	$ 26,300.00	$ 26,300.00			

Efficient and Accountable Local Governance (EALG) Project
Communications Action Plan-2020

Target Audience (Ranked by Importance; highlights contacts already made)	Communication Activities & Tools (how best to reach your respective target audiences with key messages?)	Timing (When is the activity due or how often?)	Expected Result/Indicator of achievement (for each tool chosen)	Resource Requirements (person/days required, budget implications (also consider outsourcing costs)	Responsible CO Unit/Person (And supporting unit/persons if any)
• Donors • LGD • UNDP • Other stakeholders	Prepare and Publish Annual Report 2019	Q 1	Promotion of EALG project activities and achievement	• Developing ToR • Hiring IC Consultant-Editor • Budget	• Project CO • Editor • Project Coordinator • Policy Specialist
• Donors • LGD • UNDP • Other stakeholders (UPs & UZPs)	Develop Audio-Visuals through hiring a videographer as an IC from Roster	Q1 - Q4	Promotion of EALG project activities and achievement	• Developing ToR • Hiring IC-Videographer • Developing scripts for Video	• Project CO • PC • Communication Officer-CO as a (Supporting Team)
• Donors • LGD • UNDP • Other stakeholders (UPs & UZPs)	1.Photo Documentation through hiring a photographer as an IC from Roster 2.Develop a Coffee Table Book/Story Book	Q1 - Q3	Promotion of EALG project activities and achievement	• Developing ToR • Developing stories • Hiring IC-Photographer • Hiring IC-Writer/Editor • Budget	• Project CO • PC • Communication Officer-CO as a (Supporting Team)
• Donors • LGD • UNDP • Other stakeholders (UPs & UZPs)	Produce Awareness Song on COVID19	Q2	Mass Awareness on COVID19	• Develop Lyrics • Develop sub-title of the song • Song Produces by Folk Singer Salma	• Project CO • PC • Communication Officer-CO as a (Supporting Team)

Stakeholders	Activity	Quarter	Output	Sub-activities	Responsible
• Donors • LGD • UNDP • Other stakeholders (UPs & UZPs)	Develop different types of posters on COVID19 response	Q2	Mass Awareness on COVID19	• Content Development • Designing and Printing of Posters • Budget	• Project CO • PC • Communication Officer-CO as a (Supporting Team)
• Donors • LGD • UNDP • Other stakeholders (UPs & UZPs)	Audio-visuals production based on COVID19 Response initiatives	Q2 & Q3	Mass Awareness on COVID19	• Script Developed • Prepare Sub-Title • IC Hiring • Budget	• Project CO • PC • Communication Officer-CO as a (Supporting Team)
• Donors • LGD • UNDP • Other stakeholders (UPs & UZPs)	Photo Documentation of COVID19 Response Initiatives	Q3	Knowledge Management and showcasing results through photographs	• IC Hiring • Budget	• Project CO • PC

27-10-2020

27.10.2020

Efficient and Accountable Local Governance (EALG) Project
Intended Results for 2020

After implementing the AWP 2020, EALG expected to achieve the following results:

Component 01: IAUZP
- ✓ Capacity of UZP functionaries will be enhanced;
- ✓ Coordination and synergies among UZP and line departments will be increased;
- ✓ UZP budget will be prepared in time with participatory manner;
- ✓ UZP will prepare and published annual reports;
- ✓ Web-based MIS will be supported at LGD;
- ✓ ToR for UZP Committees will be issued by LGD;
- ✓ Developed guideline for UZP Development and Coordination Committee;
- ✓ Guideline developed for achieving SDG targets;
- ✓ UZP prepared and published annual and five-year planning book;
- ✓ Capacity of WDF members will be enhanced and gender responsive plan will be developed;
- ✓ Provided IGA training and input to vulnerable people of host communities at Cox's Bazar, etc.

Component 02: SDUP
- ✓ Local resource mobilization by UPs will be accelerated;
- ✓ Peoples needs will be addressed in UP planning process;
- ✓ UP budget and annual report will be prepared in time;
- ✓ Coordination and synergies among UPs and line departments will be increased;
- ✓ SDG and climate responsive UP plans will be developed;
- ✓ Accountability and transparency through Ward Shava will be increased.

Component 03: PELG
- ✓ Studies on fiscal decentralization and local resource mobilization will be undertaken;
- ✓ Studies on potentials and challenges on integrating UP, UZP and ZP planning process conducted;
- ✓ Conduct study on challenges of female participation in the activities of UP, UZP and ZP;
- ✓ Proposing Structure and Developing Operational Modality/Guideline for UZP Development and Coordination Committee (UZDCC) Integrating Experiences of UDCC;
- ✓ Issuance of circulars/memos on various issues on LGIs, etc.

PROJECT MONITORING AND EVALUATION PLAN -EALG

Project Title and Duration	:	Efficient and Accountable Local Governance (EALG); January 2018- December 2022
Project ID (Atlas)		00106748
CPD Outcome/Output	:	OUTCOME 2: Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups OUTPUT 1.2. National and local governments have the capacity to implement urban and rural poverty policies and programmes. 2.3 The government has the capacity to develop policies and carry out sectoral and geographical interventions in districts where inequality of progress is evident. CPD Indicator 2.3.1: Level of capacity of sub national governments/administrations for planning, budgeting and monitoring basic services delivery
UNDAF Outcome	:	Outcome 1: Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities, and advancement of vulnerable individuals and groups
Strategic Plan Output	:	SP Output Statement: 1.2.1. Capacities at national and sub-national levels strengthened to promote inclusive local economic development and deliver basic services including HIV and related services SP Indicator: 1.2.1. Existence of national and sub-national governments with improved capacities to plan, budget, manage and monitor basic services
SDG Goal/Target	:	Goal 16. Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels Target: 16.3. Promote the rule of law at the national and international levels and ensure equal access to justice for all 16.6. Develop effective, accountable and transparent institutions at all levels 16.7. Ensure responsive, inclusive, participatory and representative decision-making at all levels

UNDP Empowered lives. Resilient nations.

PROJECT MONITORING AND EVALUATION PLAN -EALG

Project outcome/output Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
Component 1: Inclusive and Accountable Upazila Parishad (IAUP): Upazila Parishads plan and deliver services in a more effective, inclusive and accountable way through a strengthened governance framework									
Percentage of citizens (disaggregated by men/women, poor/non-poor) satisfied with the services of Upazila Parishads	Male 83.4%, Female 58.3%, Poor 41.7%, Non-poor 29.2%, Marginalized people 50%	TBD after Midterm [2020]	N/A	Mid-term Evaluation that will also measure Citizen's Satisfaction on UP/UZP Services; Final Evaluation	Mid-term Evaluation Report; Final Evaluation Report	October 2020; Dec 2021	Project Coordinator; M&E and MIS Officer	$75,000	COVID 19 outbreaks is under control, and social gathering and movements within the country are not discouraged

Fund is available

Project stakeholders are supportive to patriciate in and contribute to the evaluations |
| Number of UZP that received and monitored local plans and budgets by at least three transferred departments (transparency of local bureaucracy) | 14.3% | TBD after Midterm [2020] | N/A | Mid-term Evaluation, and Document Review; Final Evaluation | Mid-term Evaluation Report Final Evaluation Report | October 2020; Dec 2021 Annual | Project Coordinator; M&E and MIS Officer | To be covered by MTE | COVID 19 outbreaks is under control, and social gathering and movements within the country are not discouraged

Fund is available

Project stakeholders are supportive to patriciate in and contribute to the evaluations |
| % of UZP who adopt public engagement strategies in their planning and service monitoring | 16.7% | TBD after Midterm [2020] | N/A | Mid-term Evaluation, and Document Review Final Evaluation | Mid-term Evaluation Report, UZP Plan Final Evaluation Report | October 2020; Dec 2021 | Project Coordinator; M&E and MIS Officer | To be covered by MTE | COVID 19 outbreaks is under control, and social gathering and movements within the country are not discouraged, No significant change in leadership and national level policy due to |

DocuSign Envelope ID: A2AA700A-2734-4F45-B1CA-F5BF0DA8EDA6

PROJECT MONITORING AND EVALUATION PLAN -EALG

Project outcome/output Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
									the COVID 19 impact Fund is available Project stakeholders are supportive to patriciate in and contribute to the evaluations
• % of women councilors in selected UZP who report they can participate effectively in debates and are able to influence council decision making	45.8%	TBD after Midterm [2020]	N/A	Mid-term Evaluation, and Document Review; Final Evaluation	Mid-term Evaluation Report Final Evaluation Report	October 2020; Dec 2021	Project Coordinator, M&E and MIS Officer	To be covered by MTE	COVID 19 outbreaks is under control, and social gathering and movements within the country are not discouraged, No significant change in leadership and national level policy due to the COVID 19 impact Fund is available Project stakeholders are supportive to patriciate in and contribute to the evaluations
• % of UPZ who have improved expenditure against the budget (credibility of budget)	14.3%	TBD after Midterm [2020]	N/A	Mid-term Evaluation, and Document Review Perception Survey; Final Evaluation	Mid-term Evaluation Report Final Evaluation Report	October 2020; Dec 2021	Project Coordinator, M&E and MIS Officer	To be covered by MTE	COVID 19 outbreaks is under control, and social gathering and movements within the country are not discouraged Fund is available Project stakeholders are supportive to patriciate in

UNDP
Empowered lives.
Resilient nations.

PROJECT MONITORING AND EVALUATION PLAN -EALG

Project outcome/output Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
									and contribute to the evaluations
Expected Output 1: Output 1: UZP Committees strengthened their horizontal coordination with line departments and oversight capacity and upward accountability with the District Development and Coordination									
1.1.1 Number of Terms of References (ToRs) for UZP committees approved and introduced into UZP regulatory framework	14.3% UZP [2019]	0[2018] 3[2019] 10[2020] 14[2021] 17[2022]	0 [2018] 0 [2019] 17 [2020]	Document review/Record checking	Annual report, Government circular	Annually	DF	N/A	A: UP Committees have approved ToR R: Incorporating the ToR in the regulatory framework
1.1.2 Tools for UZP service delivery oversight of at least 3 transferred departments piloted and disseminated (Number of tools)	NA	0[2018] 1[2019] 2[2020] 3[2021] 4[2022]	2 [2020]	Document review/Record checking	Annual report	Annually	DF	N/A	A: Tools are on board on time
1.1.3 Circular for UZP core staff issued and core staff introduced in all selected UZPs. (Number of staff)	NA	0[2018] 1[2019] 2[2020] 2[2021] 3[2022]	2 [2020]	Document review/Record checking	Government circular	Annually	DF	N/A	A: All core staff got oriented on the circular
1.1.4 Circular with provision for allowances for participation in UZP committee work issued and practised in all selected UZPs (Percentage of Upazila in project areas)	NA	0% [2018] 10% [2019] 20% [2020] 30% [2021] 40% [2022]	20% [2020]	Document review/Record checking	Government circular	Annually	DF	N/A	A: Government accept the provision for allowances R: Government may not accept the provision for allowance

PROJECT MONITORING AND EVALUATION PLAN -EALG

Indicator	Baseline	Target	Actual	Data collection method	Data source	Frequency	Resp.		Assumptions / Risks
1.1.5 % of Upazila undertook initiatives on SDGs localization	28.6% [2019]	0% [2018] 25% [2019] 30% [2020] 40% [2021] 50% [2022]	0 [2018] 78% [2019] 78% [2020]	Checklist	Meeting minutes, Annual report	Bi-annually	DF	N/A	A: Government has strong commitment for localization of SDGs R: Lack of understanding UP officials on localization of SDGs
1.1.6 % of Upazila for which UZP and local functionaries of at least three transferred departments coordinate their activities at the District Development and Coordination Committee (at least twice a year)	NA	0% [2018] 20% [2019] 30% [2020] 40% [2021] 50% [2022]	56% [2020]	Checklist	Annual report	Bi-annually	DF	N/A	A: The transfer initiative has been taken on time R: Coordination committee meeting allows enough time to transfer
1.1.7 % of UZP functionaries developed planning and budgeting and managed schemes in participatory manner	NA	0% [2018] 20% [2019] 30% [2020] 40% [2021] 50% [2022]	72% [2020]	Document review/Record checking, FGD	Annual report	Bi-annually	DF	N/A	A: UZP functionaries functioning properly R: The scheme may not manage in participatory manner
1.1.8 % of UZPs published plan book/annual report	NA	0% [2018] 30% [2019] 40% [2020] 50% [2021] 60% [2022]	40% [2020]	Document review/Record checking	UZP Plan	Annually	DF	N/A	A: UZP has resource to publish the plan book/annual report
Expected Output 2: UZP Financial management is strengthened for improved funding absorption capacity and accountability									
1.2.1 Public Financial Management (PFM) manual prepared, piloted	28.6% [2019]	0 [2018] 1 [2019] 0 [2020] 0 [2021] 0 [2022]	NA [2018] No [2019] 0 [2020]	Document review/Record checking	Public Financial Management manual	Annually	DF	N/A	A: LGD is interested to prepare the PFM Manual R: Making the PFM manual compatible with UP activities
1.2.2 Timeliness and regularity of accounts reconciliation by Upazila		60% [2020] 70% [2021] 85% [2022]	100% [2020]						

UNDP
Empowered lives.
Resilient nations.

PROJECT MONITORING AND EVALUATION PLAN -EALG

Project outcome/output Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
1.2.3 Number and % of UZP that publish their budget timely	14.3% [2019]	0 [2018] 20% [2019] 30% [2020] 40% [2021] 50% [2022]	NA [2018] 16 [2019] 67% [2020]	Checklist	Approved budget	Quarterly	M&E Officer DF	N/A	A: UZP Act provides this provision R: Lack of skills of UZP officials on preparation of budget
1.2.4 Number of poor youth and women received training and inputs on IGA at Cox's Bazar	NA	0 [2018] 48 [2019] 170 [2020] 170 [2021] 100 [2022]	88 [2020]	Monthly reporting database	Event register, Event report	Quarterly	M&E Officer	N/A	A: UZP provides training on IGA R: Appropriate target group receives the IGA training
Expected Output 3: Downward accountability of the UZP Committees is strengthened through effective and inclusive public engagement mechanisms and practices									
1.3.1 UZP Act amended with mandatory UZP committee provision for inclusion of citizens, CSO and local media and practiced in all selected UZPs (Number of UZPs and amendment)	58.3%	0 [2018] 0 [2019] 0 [2020] 1 [2021] 0 [2022]	0 [2020]	Document review/Record checking	Government circular/UZP Act	Annually	M&E Officer, DF	N/A	A: UZP act amended considering the provision for inclusion R: UZP act may not be amended on time
1.3.2 Open Budget and participatory Planning mechanisms in UP Act piloted, adapted and replicated in UZP Act.	14.3% [2019]	0 [2018] NA [2019] 50% [2020] 100% [2021] 100% [2022]	NA [2018] 0 [2019] 50% [2020]	Document review/Record checking	Meeting minutes, Annual report	Quarterly	DF, M&E Officer	N/A	A: Urban LGIs are already practicing open budget R: Strong political commitment is required for amending legal provisions
1.3.3 All pilot UZP have active Facebook and/or Twitter accounts	66.7% [2019]	0 [2018] 30% [2019] 75% [2020] 90% [2021] 100% [2022]	NA [2018] 78% [2019] 100% [2020]	Observation	Facebook and/or Twitter accounts	Quarterly	Comms and KM Officer	N/A	A: Easy to open facebook and twitter account R: Limited number of manpower to administer accounts

PROJECT MONITORING AND EVALUATION PLAN -EALG

Project outcome/output Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
1.3.4 % of citizens in the selected UZPs are aware of UZPs activities and key priorities in the annual budget	24.2% [2019]	15% [2018] 20% [2019] 25% [2020] 30% [2021] 35% [2022]	NA [2018] 24.2% [2019] 25% [2020]	Reflective session, Mid term evaluation, citizen perception study	Annual report, Mid-term evaluation, citizen perception study	Bi-annually	M&E Officer, Consultant hired by EALG	N/A	A: Community people are interested
Expected Output 4: The ability of Women Upazila Parishads Members to fulfill their role and duties in council work strengthened									
1.4.1 Percentage of women Vice-chair and Councilor trained to active the Women Development Forums	28.6% [2019]	0 [2018] 70% [2019] 60% [2020] 90% [2021] 95% [2022]	85% [2018] 100% [2019] 100% [2020]	Monthly reporting database Case study	Training report, Annual report	Quarterly	M&E Officer, Capacity development and gender Officer, Comms and KM Officer	N/A	A: UZP VCs are interested to be active WDF
Percentage of men councilors/members sensitized on gender issues	No[2019]	0% [2018] 70% [2019]	90% [2018] 92% [2019]	Monthly reporting database	Training report, Annual report	Quarterly	M&E Officer, Capacity development and gender Officer	N/A	A: LGD is interested to sensitize R: Lack of interests of male councilors/members
1.4.2 % of UZP schemes implemented under the leadership of women vice-chairs/women councilors	71.4% UZP [2019]	0 [2018] 20% [2019] 25% [2020] 30% [2021] 40% [2022]	25% [2020]	Monthly reporting database, Checklist	Scheme list, Annual Report	Annually	DF	N/A	A: UZP vice chairman is capable to lead the proper implementation of scheme
1.4.3 Number of youth and women received training and inputs on entrepreneurship at Cox's Bazar	NA	0 [2018] 10 [2019] 10 [2020] 15 [2021] 15 [2022]	0 [2020]	Monthly reporting database, Case study	Training report, Annual report	Annually	M&E Officer, Capacity development and gender Officer, Comms and KM Officer	N/A	A: UZP provides training on entrepreneurship R: Appropriate target group receives the entrepreneurship training

UNDP
Empowered lives.
Resilient nations.

PROJECT MONITORING AND EVALUATION PLAN -EALG

Project outcome/output Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
Component 2: Sustainable and Democratic Union Parishad (SDUP): Strengthen Union Parishads as pro-poor, inclusive, climate sensitive, effective and accountable service providers									
25% of the poor, vulnerable and socially excluded citizens in 50% of the targeted UPs under the targeted 9 districts have access to decision making process.	6.8% poor, vulnerable and socially excluded citizens	10% of poor, vulnerable and socially excluded citizens in UPs under the (2019) targeted 8 districts TBD after midterm (2020)	12.6% poor, vulnerable and socially excluded citizens in 100% UP (Jan 2020)	Mid-term Evaluation, and Document Review Perception Survey; Final Evaluation	Mid-term Evaluation Report; Final Evaluation Report	October 2020; Dec 2021	Project Coordinator; M&E and MIS Officer	To be covered by MTE	COVID 19 outbreaks is under control, and social gathering and movements within the country are not discouraged Fund is available Project stakeholders are supportive to patriciate in and contribute to the evaluations Socially excluded citizens are willing to take part into decision making process
50% of service recipients satisfied with services provided by selected UPs under the targeted 8 districts (citizenship certificate, birth registration, safety-net allowances etc.)	39.8 % of service recipients	20% of service recipients (2019) TBD after midterm (2020)	39.8 % of service recipients (Jan 2020)	Mid-term Evaluation, and Document Review Perception Survey; Final Evaluation	Mid-term Evaluation Report; Final Evaluation Report	October 2020; Dec 2021	Project Coordinator; M&E and MIS Officer	To be covered by MTE	COVID 19 outbreaks is under control, and social gathering and movements within the country are not discouraged Fund is available Project stakeholders are supportive to patriciate in and contribute to the evaluations
% of UPs implemented activities related to Climate Change Adaptation (CCA) and Disaster Risk Management (DRM) as stipulated in their development plans	NA	TBD after midterm (2020)	N/A	Mid-term Evaluation, and Document Review Perception Survey; Final	Mid-term Evaluation Report; Final Evaluation Report	October 2020; Dec 2021	Project Coordinator; M&E and MIS Officer	To be covered by MTE	COVID 19 outbreaks is under control, and social gathering and movements within the country are not discouraged Fund is available Project stakeholders are

UNDP
Empowered lives.
Resilient nations.

PROJECT MONITORING AND EVALUATION PLAN -EALG

Project outcome/output Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
				Evaluation					supportive to patriciate in and contribute to the evaluations
Expected Output 1: Capacity of targeted UPs is significantly strengthened to provide democratic, transparent, accountable, responsive and pro-poor services									
2.1.1 % of targeted UPs have operational Standing Committees (on the basis of the ToR)	85.7% [2019]	0% [2018] 20% [2019] 25% [2020] 35% [2021] 60% [2022]	NA [2018] 36% [2019] 66% [2020]	Checklist, Monthly reporting database Case study, FGD	Committee list, Annual report	Quarterly	DF, M&E Officer, Comms and KM Officer	N/A	A: This is a legal provision R: Lack of understanding and interests of UP functionaries
2.1.2 % of targeted UPs with increased participation of women and marginalized citizen in Ward Shava and Open Budget Sessions	42.9% [2019]	0% [2018] 20% [2019] 30% [2020] 40% [2021] 65% [2022]	50% [2018] 100% [2019] NA [2020]	Checklist, Document review/record checking, Monthly reporting database	Meeting minutes, Attendance sheet, Annual report	Quarterly	DF	N/A	A: This is critical for inclusive decision making R: Lack of awareness of poor and marginalized people
Expected Output 2: UPs are increasingly investing in climate resilience by identifying and prioritizing resilience measures in the UP development plan and their implementation									
2.2.1 % of climate vulnerable UPs with climate resilient measures integrated into their five-year development plan.	No [2019]	0% [2018] 10% [2019] 20% [2020] 30% [2021] 50% [2022]	NA [2018] 17% [2019] 16% [2020]	Document review/record checking	UP plan, Annual report	Annually	DF	N/A	A: This is critical for sustainable development R: Lack of understanding of UP functionaries on climate resilience
Expected Output 3: Poor and marginalized citizens, including women, are empowered to make decisions on local development and political participation									
2.3.1 % of women and margilized citizens taking part in Ward Shava / Election	87.2%	0% [2018] 5% [2019] 10% [2020] 15% [2021] 25% [2022]	NA [2019] NA [2020]	Document review/record checking, Case study	Scheme list, UP Plan, Meeting minutes	Annually	DF Comms and KM Officer	N/A	A: Sufficient scheme for women R: Women do not have access to development schemes

PROJECT MONITORING AND EVALUATION PLAN -EALG

Project outcome/output Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
2.3.2 % of budget allocation for participation of marginalized citizens and women in development initiatives	28.6% UZP [2019]	0% [2018] 5% [2019] 5% [2020] 10% [2021] 20% [2022]	NA [2018] 9% [2019] 15% [2020]	Document review/record checking Case study	UP Budget, Annual report	Annually	DF Comms and KM Officer	N/A	A: Awareness of UP functionaries is enhancing on women responsiveness Risk: Limited resources of UPs
Expected Output 4: Policy dialogue at national and local level engaging civil society and other stakeholders initiated to promote democratic and accountable service delivery at the local level									
2.4.1 Number of measures (memos/ circulars/ guidelines) issued by LGD on the issues including fiscal flow to UP, UP taxation and assignment of health and education services to UP	NA	0 [2018] 0 [2019] 1 [2020] 2 [2021] 4 [2022]	2 [2020]	Monthly reporting database	Annual report, Meeting minutes	Annually	DF, M&E Officer	N/A	A: Enough steps taken to engage the MPs in policy dialogues
Component 3: Policy for Effective Local Governance: Policy dialogue addresses functional assignments and division of responsibilities among tiers of LGIs including the coordination with line ministry officers and public engagement strategies.									
A clarification of functional assignments between LGI tiers is established	NA	TBD after Midterm [2020]		Document Review	Project Document	Once (end of year 4)	Policy specialist, PC	N/A	A: Clarification is defined by the LGD
Circulars for an integrated planning system for the UP/UZP/ZP are issued.	NA	TBD after Midterm [2020]		Document Review	LGD website	Annually	M&E and MIS Officer Comms and KM Officer Admin Assistant	N/A	A: Ministry has taken proper initiatives to circulate for the integrated system R:
Circulars are issued in order to overcome challenges of female's participation in the activities of local governance	7.52 women headed in SC [Ref: CPS 2014, (control area)]	TBD after Midterm [2020]		Document Review	LGD website	Annually	M&E and MIS Officer Comms and KM Officer Admin Assistant	N/A	A: Proper advocacy made to issue circular for female participation

UN
DP
Empowered lives.
Resilient nations.

PROJECT MONITORING AND EVALUATION PLAN -EALG

Project outcome/output Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
Expected Output 1: Functional assignments of UP, UZP and Zila Paishad are clarified for at least three transferred subjects									
3.1.1 Detailed options for division of responsibilities among LGI tiers are available and discussed by GoB.	NA	0 [2018] 1 [2019] 0 [2020] 0 [2021] 0 [2022]	0 [2020]	Document Review	Government circular	Annually	Policy Specialist, PC	N/A	A: Ministry taken proper initiative to ensure the division of responsibilities
3.1.2 Ways and mechanisms of integration and supplementation of UZP plans and plans of transferred departments are identified for more effective service provision.	No [2019]	0 [2018] 1 [2019] 0 [2020] 0 [2021] 0 [2022]	NA [2018] No [2019] 0 [2020]	Document Review	Annual report, Integrated Plan	Annually	DF	N/A	A: This is a priority in the 7th FYP of the Government R: Lack of understanding and interests of policy makers and UP functionaries
3.1.3 An integrated planning system of UP, UZP and ZP developed	No [2019]	0 [2018] 1 [2019] 2 [2020] 3 [2021] 5 [2022]	0 [2019] 0 [2020]	Document Review	Annual report, Integrated Plan	Annually	Policy Specialist, PC	N/A	A: This is a priority in the 7th FYP of the Government R: Lack of understanding and interests of policy makers and UP functionaries
3.1.4 Review of the existing tax collection system of the UP is completed and a new model tax system is developed.	NA	0 [2018] 0 [2019] 0 [2020] 1 [2021] 0 [2022]	0 [2020]	Record checking	Annual report	Annually	Policy Specialist, PC, DF	N/A	A: Advocacy made to review the system
Expected Output 2: Public engagement strategies of UP/UZP/ZP have become strengthened through overcoming institutional and structural challenges									
3.2.1 Dialogues with political parties and policy makers are held to implement the commitment of at least 30% women in political	NA	1 [2018] 2 [2019] 0 [2020] 3 [2021] 3 [2022]	0 [2020]	Monthly reporting database	Meeting minutes, Attendance sheet, Annual report	Annually	M&E Officer	N/A	A: Policy makers are committed to engage more women in the political party governance structure

PROJECT MONITORING AND EVALUATION PLAN -EALG

Project outcome/output Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
party governance structures									
3.2.3 % of public engagement strategies adopted by LGIs in project areas that ensure the participation of women, ethnic and religious minorities and media in LGIs (% Upazila and UPs)	16.7%	0 [2018] 20% [2019] 40% [2020] 60% [2021] 80% [2022]	22% [2020]	Record checking, KII	Meeting minutes, Attendance sheet, Annual report, LGI Annual Reports	Annually	Policy Advisor, PC, DF	N/A	A: women, ethnic and religious minorities and media are aware about the public engagement strategies
3.2.4 Percentage of people from different ethnic group attended in Open budget/Ward Shava	42.9% UZP [2019]	0 [2018] 10% [2019] 15% [2020] 20% [2021] 30% [2022]	NA [2018] 7% [2019] 15% [2020]	Monthly reporting database	Meeting minutes, Attendance sheet, Annual report	Quarterly	DF, M&E Officer	N/A	A: This is critical for inclusive decision making\nR: Lack of interests of ethnic communities
3.2.2 Dialogues with government policy makers are held in order to convince to initiate legal reform for improved female participation in the activities of local governance	No [2019]	1 [2018] 2 [2019] 3 [2020] 4 [2021] 5 [2022]	NA [2018] 0 [2019] 0 [2020]	Monthly reporting database	Meeting minutes, Annual report	Annually	M&E Officer	N/A	A: Policy Advisory Group already in place at LGD\nR: Lack of interests of PAG members to participate in the meetings actively
Expected Output 3: UP/UZP committees and inter-ministerial coordination committee is strengthened for better performance of LG bodies									
3.3.1 Clarification of the roles and responsibilities of UP and UZP committees including the coordination with line ministry officers	NA	0 [2018] 0 [2019] 1 [2020] 0 [2021] 0 [2022]	0 [2020]	Document review	LGD Circular	Annually	Policy Specialist, PC, M&E Officer	N/A	A: The roles and responsibilities are well-defined by the govt circulation

UNDP
Empowered lives.
Resilient nations.

PROJECT MONITORING AND EVALUATION PLAN -EALG

Project outcome/output Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
3.3.2 Dialogues with government policy makers are regularly held in the framework of the inter-ministerial coordination committee in order to address priority challenge for effective local services provision	No [2019]	1 [2018] 2 [2019] 3 [2020] 4 [2021] 5 [2022]	NA [2018] 0 [2019] 0 [2020]	Monthly reporting database	Meeting minutes, Attendance sheet, Annual report	Quarterly	M&E Officer	N/A	A: Policy Advisory Group already in place at LGD R: Lack of interests of PAG members to participate in the meetings actively

UN DP
Empowered lives.
Resilient nations.

PROJECT MONITORING AND EVALUATION PLAN -EALG

Expected Key result at the end of 2020

Expected result 1: Strengthened capacity of Upazila Parishad in order to perform their roles and responsibilities

Project result Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
% UZP undertook initiatives on SDGs localization.	28.6% [2019]	50% [2020]		Project report	Event report. Annual report	Semi-annually	Project staff	N/A	A: DF will be motive UZPs
% of UZP published their budget timely.	14.3% [2019]	80% [2020]		Project report	Event report. Annual report	Semi-annually	Project staff	N/A	A: DF will be motive UZPs
% of UZP schemes implemented under the leadership of women vice-chairs/women councillors.	71.4% UZP [2019]	25% [2020]		Project report	Scheme list Annual report	Semi-annually	Project staff	N/A	A: LGD is interested to sensitize R: Lack of interests of male councilors/ members
% of women vice-chair and councillor trained and active in the Women Development Forums and percentage of men councillors sensitized.	28.6% [2019]	60% [2020]		Project report	Event report. Annual report	Semi-annually	Project staff	N/A	A: UZP VCs are interested to be active WDF

Expected result 2: Strengthened capacity Union Parishad in order to perform their roles and responsibilities and Increased community participation for effective planning and implementation of Union Parishad

Project result Indicators	Baseline (Year)	Target (M/Year)	Progress Against Target(M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
% of Union Parishads (UPs) have operational Standing Committees (SCs) and hold meetings on regular basis.	85.7% [2019]	50% [2020]		Project report	Meeting minutes, Annual report	Semi-annually	Project staff	N/A	A: DF will motivate the UPs.

DocuSign Envelope ID: A2AA700A-2734-4F45-B1CA-F5BF0DA8EDA6

PROJECT MONITORING AND EVALUATION PLAN -EALG

	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
% of UPs held Open Budget Session.	42.9% [2019]	70% [2020]		Project report	Meeting minutes, Attendance sheet, Annual report	Semi-annually	Project staff	N/A	A: DF will motivate the UPs.
% of development schemes at UP level implemented for and by women.	87.2% UZP [2019]	15% [2020]		Project report	Annual report	Semi-annually	Project staff	N/A	A: Women are interested in implementing schemes and DF will motivate the UPs.
% of UPs ensured participation of poor and marginalized citizens at Ward Shava and Open Budget Session.	42.9% [2019]	60% [2020]		Project report	Meeting minutes, Attendance sheet, Annual report	Semi-annually	Project staff	N/A	A: DF will motivate the UPs.
% of budget allocation for participation of marginalized citizens and women in development initiatives.	28.6% [2019]	15% [2020]		Project report	Meeting minutes, Annual report	Semi-annually	Project staff	N/A	R: Chairmen are less interested
% of UPs received Performance Block Grants (PBG) from LGSP-3 in the financial year 2019-20.	0% [2017]	70% [2020]		Project report	Meeting minutes, Attendance sheet, Annual report	Semi-annually	Project staff	N/A	A: UPs will be more capable
% of schemes implemented by UPs proposed from Ward Shavas.	TBD	90% [2020]		Project report	Meeting minutes, Annual report	Quarterly	Project staff	N/A	R: Chairmen are less interested

CPD Output 1.2. National and local governments have the capacity to implement urban and rural poverty policies and programmes.

CPD Output Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks

CPD Output 2.3. The Government has the capacity to develop policies and carry out sectoral and geographical interventions in districts where Inequality of progress is evident

UNDP
Empowered lives.
Resilient nations.

PROJECT MONITORING AND EVALUATION PLAN -EALG

CPD Output Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
2.3.1. Level of capacity of sub national governments/ administrations for planning, budgeting and monitoring basic services delivery	3[2016]	4[2020]	NA [2018] NA [2019]	Review study document	Midterm evaluation	Mid of project	Third party	N/A	
2.3.2. Extent to which policy and institutional reforms increase access to social protection schemes targeting the poor and other at-risk groups	3[2014]	4[2020]	NA [2018] NA [2019]	Review study document	UNDP annual independent expert panel	Mid of project	Third party	N/A	

SDG Target: 5.5. Ensure women's full and effective participation and equal opportunities for leadership at all levels of decision-making in political, economic and public life

Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
5.5.1. Proportion of seats held by women in (a)national parliaments and (b)local governments	2018-9	2022	NA [2018] NA [2019]	-Survey	-Perception survey	Mid of Project End of project	Third party		

SDG Target: 13.1. Strengthen resilience and adaptive capacity to climate-related hazards and natural disasters in all countries

Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
13.1.3. Proportion of local governments that adopt and implement local disaster risk reduction strategies in line with national disaster risk reduction strategies	2019	2022	NA [2019]	-Survey	-Perception survey	Mid of Project End of project	Third party		

PROJECT MONITORING AND EVALUATION PLAN -EALG

SDG Target: Target: 16.3. Promote the rule of law at the national and international levels and ensure equal access to justice for all

Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks

SDG Target: Target: 16.6. Develop effective, accountable and transparent institutions at all levels

Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
16.6.2 Proportion of the population satisfied with their last experience of public services	2019	2022	NA [2019]	Document study	-Evaluation report -Perception survey	Mid of Project End of project	Third party		

SDG Target: Target: 16.7. Ensure responsive, inclusive, participatory and representative decision-making at all levels

Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
16.7.2. Proportion of population who believe decision-making is inclusive and responsive, by sex, age, disability and population group	2019	2022	NA [2019]	-Survey	-Perception survey	Mid of Project End of project	Third party		

PROJECT MONITORING AND EVALUATION PLAN -EALG

Evaluation/Study/Survey Plan:

Evaluation Title	UNDP Strategic Plan Outcome	Partners (joint evaluation) [1]	Evaluation commissioned by (if not UNDP)	Type of Evaluation	Planned Evaluation Starting Date (Month/Year)	Planned Evaluation Completion Date (Month/Year)	Estimated Cost	Provisional Source of Funding	Commissioned to external firm/consultant
Baseline survey		No		Baseline survey	Oct 2018	October 2019	USD 30,000	Donor resources	
Conduct Mid-term Evaluation		No	-	Project Mid-term evaluation	November 2020	January 2021	USD 40,000	Donor resources	
Citizen perception Survey		No		Citizen perception	Oct 2021	Dec 2021	USD 30,000	Donor resources	
Conduct Final Evaluation		No	-	Project final evaluation	Oct 2022	Dec 2022	USD 35,000	Donor resources	

PROJECT MONITORING AND EVALUATION PLAN -EALG

M&E Budget 2020

Description	Budget allocated in 2020 (USD)	Cost spent so far in 2020 (USD)	Total cost, including cost projected towards end of 2020(USD)	Time spent on 1) monitoring and 2) evaluation
1. Dedicated M&E staff				
a) Monitoring & Evaluation and MIS Officer (1)	21,240			
Sub-Total	**21,240**			
2. Monitoring Activities				
a) Field monitoring	14,000			
b) Provide training/ workshop	3,000			
d) MIS Software development	50,000			
Sub-Total	**67,000**			
3. Evaluation Activities				
a) Mid-term evaluation	75,000	-	-	
b) Evaluation workshop		-	-	
e) Citizen perception survey				
Sub-Total	**75,000**	-	-	
Grand Total	**163,240**			
Proportion to Total Budget	**8.73%**			

Field Monitoring Plan
Efficient and Accountable Local Governance (EALG) Project

Field Monitoring Plan

To ensure the quality of the Project, EALG staff member will regularly visit the activity (UZP/UP monthly meeting, UP Ward Shava, UZP/UP Open Budget Session, Public Hearing, Training, Workshop, Women Development Forum meeting, scheme implementation meeting, data collection etc.) of the intervention area and follow up the progress of the project. The visit plan is as follows:

Designation	Follow up activity	Tools	Frequency of visit
Project Coordinator	Visit UZP/UP and observe at least one project activity	Observation, Checklist	One visit per quarter
Capacity Development and Gender Officer	Visit UZP/UP and observe at least one project activity	Observation, Checklist	One visit per quarter
Communications and KM Officer	Visit UZP/UP and observe at least one project activity	Observation, Checklist	One visit per quarter
M&E and MIS Officer	Visit UZP/UP and observe at least one project activity	Observation, Checklist	Three visits per quarter
Finance Officer	Visit UZP/UP and observe at least one project activity	Observation, Checklist	One visit per year
Admin Assistant	Visit UZP/UP and observe at least one project activity	Observation, Checklist	One visit per year
District Facilitator	Visit UZP/UP and observe at least one project activity	Observation, Checklist	Three visits per month

ℰ-11
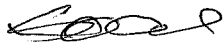
Efficient and Accountable Local Governance (EALG) Project
Risk Log

Risk:	*Forex losses, short of fund.*
Management Response:	Adjustment of planned activities will be done, and duration of project will be curtailed.
Risk:	*Low level fiduciary risk*
Management Response:	All procurements and transactions are continuing according to established UN procurement rules as well as Public Procurement Rules of the Government of Bangladesh as appropriate. This will reduce the possibility of corruption in the implementation process.
Risk:	*Risk of duplication of efforts and missed synergies*
Management Response:	The selection of interventions is done to avoid such duplication up front and to supplement ongoing support, but some of the interventions has to be closely coordinated with other projects such as the support to PFM in Upazilas, which need to link to the UGDP and other projects' interventions in PFM.
Risk:	*Getting access to the central policy makers*
Management Response:	Since the project will be implemented through LGD, it is expected that bureaucracy and political leadership will show a positive intent in providing support to the project.
Risk:	*Bringing Structural changes*
Management Response:	All out efforts will be given to build confidence with the LGD, Cabinet division, ministry of finance and other related ministries along with political leaders. UNDP has considerable experience of mitigating these types of risk. In order to justice the need for changes, different studies will be conducted. Then, series of discussion sessions will be held with the policy makers and stakeholders to convince them about the required changes.
Risk:	*Vested interests and system inertia in the intervention process*
Management Response:	Rapport building with political parties through series of discussions. Rapport building with the Cabinet division with an intention to encourage them to play a lead role in ensuring corporation of line ministries.
Risk:	*UP Elections during middle of project implementation*
Management Response:	With the active support from UNOs, DDLGs and local authorities, the project staff quickly built up rapport with the UP-office bearers. Moreover, engagement with community organizations and UP Ward members, and the Ward residence would further ease the process of engagement.
Risk:	*Local administration does not extend their support to the Project*
Management Response:	Local administration are supportive to implement project activities at the field level.
Risk:	*UZP election during middle of project implementation*
Management Response:	Upazila election completed and project staff by this time built good relationship with UZP functionaries.
Risk:	*Political unrest*
Management Response:	Alternative wok modalities and communication through Skype and cell phone to maintain the momentum of implementation during political unrest will be followed. UNDP followed such approach during political unrest in 2013.
Risk:	*Natural disasters (COVID19, floods, cyclones, earthquakes, etc.) may occur during project implementation*
Management Response:	Monitor the weather and inform the work teams and beneficiaries of risks. Have a communication system in place and safety measures are followed by the staff especially to protect them from COVID19.

Risk:	*Unstable political situation may hinder smooth implementation of the programme*
Management Response:	Operating procedures in place to monitor security in work areas and control staff deployment and manage equipment accordingly. Besides, UNDP had adopted alternative work modalities and communication through Skype and cell phone to maintain the momentum of implementation during the political unrest in 2013. The same approach will be adopted, if there is unrest situation
Risk:	*Public financial management*
Management Response:	Financial management training will be designed in the proposed programme to improve the capacities of key Union Parishad personnel. There will be introduction of accounting software to reduce the possibilities of errors and allows for validation & supervision.
Risk:	*There is a low risk of overlapping and/or duplication of effort with other donor funded projects like LGSPII (upcoming LGSPIII) funded by the World Bank, etc.)*
Management Response:	*UNDP has considerable experience of mitigating these risks through signing of joint cooperation framework involving LGD and donor partners in the one hand and working in close collaboration with projects like LGSP II/III on the other will reduce such risks.*

X - 11

Efficient and Accountable Local Governance (EALG) Project
Issue Log

Issue:	Limited staffs compared to additional work load
Management Response:	Some of the consultants already hired and they are working for the project. In addition, the other vacant positions of shortage staff have already been fulfilled.
Issue:	Frequent transfer of Government staffs (DDLG) from duty station
Management Response:	It is a regular process by government and the project interventions will be carried out by the officials in-charge
Issue:	Approval of revised TAPP by the Planning Commission
Management Response:	The revised version of TAPP submitted to Planning Commission for approval. It is expected to be approved soon.

B - 13

Efficient and Accountable Local Governance (EALG) Project

<u>Lessons Learned for 2019</u>

- Engagement of community people increased in Upazila Parishad and Union Parishad planning and budgeting process;

- Improved transparency and accountability of LGIs demonstrates through sharing of information related to UP schemes and budget widely with the community;

- UP Standing Committee member's engagement increased in holding Ward Shavas and supporting UPs in addressing the community demand through development schemes;

- Gram Polices' efficiency improved in reporting law and order situation and supporting UP activities;

- Union Parishad Secretaries have been more capable of handling internet and email communications and disclosure of information through web-portal and social media;

- Due to Upazila Election, many of the planned activities of UZP could not be implemented;

- Newly elected UZP representatives were yet to receive orientation training on their roles and responsibilities and the project interventions;

- Less motivation of UZP/UP functionaries in organizing Ward Shava and Open Budget Meeting in an effective manner;

- Frequent transfer of UP Secretaries, UNOs affected project activities;

- Holding of PAG meetings delayed;

- Effective coordination with too many actors engaged in supporting development activities in Teknaf and Ukhia Upazilas;

Efficient and Accountable Local Governance (EALG) Project

Expected Outputs for 2020

- 40% of UZP functionaries developed planning and budgeting and managed schemes in participatory manner.

- 30% of UZP schemes implemented under the leadership of women vice-chairs/women councillors.

- 35% of targeted UPs have operational standing committees

- 15% of women and marginalised citizen taking part in Ward Shava.

- 10% of budget allocation for participation of marginalised citizens and women in development initiatives at UP level.

- 80% of piloting UZPs published plan book/annual report

- 17% of piloting UPs published plan book/annual report

- 170 poor and youth and women received training and inputs on IGA at Cox's Bazar

COVID-19 response

- Preventive materials distribution (mask, hand gloves, sanitizer, soap etc) among 37,629 persons

- Awareness raising through amplified microphone, Facebook etc among 1,050,165 people

- Installation of 549 handwash facilities

- 259,060 people used handwash facilities

- PPE distribution among 7,771 people

- 37,650 posters published on handwashing

Efficient and Accountable Local Governance (EALG) Project
Assumptions and risks by outputs

Output 01: Inclusive and Accountable Upazila Parishads (IAUZP)		
Relevant Risk Analysis	**Risk Specific to this Engagement**	**Mitigation**
Fiduciary: Low level fiduciary risk	In the proposed project, there will be very low amounts of money that would be disbursed for procurement and transaction. Thus, the fiduciary risk will be very low.	All procurements and transactions are done according to established UN procurement rules as well as Public Procurement Rules of the Government of Bangladesh. This will reduce the possibility of corruption in the implementation process.
Operational: Risk of duplication of efforts and missed synergies.	There is a risk of duplication of efforts and missed synergies in relation to other donor-funded support (LGSP III of the World Bank and UDGP of JICA) in local governance.	The selection of interventions is done to avoid such duplications up front and to supplement ongoing support, but some of the interventions has to be closely coordinated with other projects such as the support to PFM in Upazilas, which need to link to the UGDP interventions and for UP, LGSP-III interventions in PFM.
Institutional: New set of UZP Functionaries	As the 5th UZP election completed in 2019, a new set of UZP functionaries were on boarded. Hence, they may have limited knowledge and skills for effectively functioning of Upazila Parishad.	The project will take special interventions to improve the situation of Upazila Parisad. It will organize various training and orientation programs for UZP functionaries both at central and field level, so that they can be equipped with the new system.
Natural disasters: (floods, cyclones, earthquakes, etc.) may occur during project implementation	Some activities might be delayed; staff of the project might be endangered or diverted to emergency disaster relief	Monitor the weather and inform the work teams and beneficiaries of risks. Have a communication system in place.
Financial: Forex losses, shortage of fund	Forex losses may hamper some activities.	Adjustment of planned activities will be done, and duration of project will be curtailed
Output 02: Sustainable and Democratic Union Parishads (SDUP)		
Programmatic: There is a low risk of overlapping and/or duplication of effort with other donor funded projects like LGSPIII funded by the World Bank, etc.	Some of the areas of the proposed programme like capacity development, grants, women development, etc. have potential for overlapping with projects like LGSP.	UNDP has considerable experience of mitigating these risks through signing of joint cooperation framework involving LGD and donor partners in the one hand and working in close collaboration with projects like LGSP III on the other will reduce such risks.
Output 03: Policy for Effective Local Governance (PELG)		
Programmatic: Getting access to the central policy makers	PELG will require constant communication with the central bureaucratic as well as political	Since the project will be implemented through LGD, it is expected that bureaucracy and

	leadership, but difficult access to those leaderships might be a potential threat to the implementation of the PELG.	political leadership will show a positive intent in providing support to the project.
Institutional: Bringing Structural changes	PELG aims at bringing some structural changes at the institutional level (in case of women's participation, Ward Shava). Thus, there might be some potential threat from the policy makers as well as stakeholders.	All out efforts will be given to build confidence with the LGD, Cabinet division, ministry of finance and other related ministries along with political leaders. UNDP has considerable experience of mitigating these types of risk in order to justice the need for changes, different studies will be conducted. Then, series of discussion sessions will be held with the policy makers and stakeholders to convince them about the required changes.

Non-Expendable Property Ledger
Efficient and Accountable Local Governance Proejct
Project ID : 00106748
EALG Project Assets-2020

SL No	Assets ID /Assets code	Procure. Date	Description of the item	Name of Brand of Company	Quantity	Unit Cost	Amount BDT	Amount USD	Receiving Date	Location of Item	User of Item
1	LGD/EALG/Notebook-1	28/11/2019	HP EliteBook 840 G6	Planson International	1	31,096.00	124,384.00	1,472	02 June, 2020	EALG Project Office Dhaka	Project Staff
2	LGD/EALG/Notebook-2	28/11/2019	HP EliteBook 840 G6	Planson International	1	31,096.00	124,384.00	1,472	02 June, 2020	Khulna DC Office	Project Staff
3	LGD/EALG/Notebook-3	28/11/2019	HP EliteBook 840 G6	Planson International	1	31,096.00	124,384.00	1,472	02 June, 2020	Coxsbazar DC Office	Project Staff
4	LGD/EALG/Notebook-4	28/11/2019	HP EliteBook 840 G6	Planson International	1	31,096.00	124,384.00	1,472	02 June, 2020	Sunamgonj DC Office,	Project Staff
	Total						497,536.00	5,888			

Non-Expendable Property Ledger
Efficient and Accountable Local Governance Project
Project ID : 00106748
EALG Project Assets-2019

SL No	Assets ID /Assets code	Procure. Date	Description of the item	Name of Brand of Company	Quantity	Unit Cost	Amount BDT	Amount USD	Receiving Date	Location of Item	User of Item
1	LGD/EALG/2019/Mixer Power	3/4/2019	Mixer power Amplifiers	ToA	1	16,500.00	16,500.00	196.76	3/4/2019	Project office, Dhaka	Project Office
2	LGD/EALG/2019/Watt speaker	3/4/2019	Ceiling Speaker 30 watt	ToA	1	4,200.00	16,800.00	200.34	3/4/2019	Project office, Dhaka	Project Office
3	LGD/EALG/2019/mic-handtype	3/4/2019	Wireless Mic-handtype	ToA	1	28,500.00	28,500.00	339.86	3/4/2019	Project office, Dhaka	Project Office
4	LGD/EALG/2019/mic-collartype	3/4/2019	Wireless Mic-collartype	ToA	1	29,500.00	29,500.00	351.79	3/4/2019	Project office, Dhaka	Project Office
5	LGD/EALG/2019/Mic-Handheld	3/4/2019	Handheld Mic	ToA	1	4,000.00	4,000.00	47.70	3/4/2019	Project office, Dhaka	Project Office
6	LGD/EALG/2019/Mic tablestand	3/4/2019	Mic baby stand	ToA	1	2,000.00	2,000.00	23.85	3/4/2019	Project office, Dhaka	Project Office
7	LGD/EALG/Speaker cable	3/4/2019	Speaker Cable		1	4,000.00	4,000.00	47.70	3/4/2019	Project office, Dhaka	Project Office
8	LGD/EALG/new lap 01	3/4/2019	Reg type no: P73G002,ID:2017AP6396,	DELL	1	111,500.00	111,500.00	1329.64	17/04/2019	Project office,Chandpur	Project Office
9	LGD/EALG/new lap 02	3/4/2019	Reg type no: P73G002,ID:2017AP6396,	DELL	1	111,500.00	111,500.00	1329.64	21/05/2019	Project office, Patuakhali	Project Office
10	LGD/EALG/new lap 03	3/4/2019	Reg type no: P73G002,ID:2017AP6396,	DELL	1	111,500.00	111,500.00	1329.64	21/05/2019	Project office.Netrokona	Project Office
11	LGD/EALG/new lap 04	3/4/2019	Reg type no: P73G002,ID:2017AP6396,	DELL	1	111,500.00	111,500.00	1329.64	21/05/2019	Project office,Faridpur	Project Office
12	LGD/EALG/new lap 05	3/4/2019	Reg type no: P73G002,ID:2017AP6396,	DELL	1	111,500.00	111,500.00	1329.64	21/05/2019	Project office,Rajshahi	Project Office
13	LGD/EALG/Power Guard 1500 VA	28/04/2019	1500 VA Black UPS	Power Guard	3	6,500.00	19,500.00	232.54	28/05/2019	Project office, Dhaka	Project Office
14	LGD/EALG/Router	15/10/2019	Cisco Router RV130W	Cisco	1	11,000.00	11,000.00	130.14	22/10/2019	Project office, Dhaka	Project Office
15	LGE/EALG/Switch	15/10/2019	Cisco Switch SG250-26	Cisco	1	23,000.00	23,000.00	272.11	22/10/2019	Project office, Dhaka	Project Office
16	LGE/EALG/DVR	15/10/2019	AVTECH DVR DGD1008	AVETECH	1	18,000.00	18,000.00	212.95	22/10/2019	Project office, Dhaka	Project Office
17	LGE/EALG/HDD	15/10/2019	Western Digital 4 TB, WD40FZRZ	Western Digital	1	12,500.00	12,500.00	147.89	22/10/2019	Project office, Dhaka	Project Office
18	LGE/EALG/Wall Mount Rack	15/10/2019	TOTEN, 6u	TOTEN	1	8,500.00	8,500.00	100.56	22/10/2019	Project office, Dhaka	Project Office
19	LGE/EALG/Projector	24/10/2019	Cixco XJ-V2 LED	Cisco	1	68,000.00	68,000.00	804.50	31/10/2019	Project office, Dhaka	Project Office
	Total						819,300.00	9,756.89			

Non-Expendable Property Ledger
Efficient and Accountable Local Governance Projcet
Project ID : 00106748
EALG Project Assets-2018

SL No	Assets ID /Assets code	Procure. Date	Description of the Item	Name of Brand of Company	Quantity	Unit Cost	Amount BDT	Amount USD	Receiving Date	Location of Item	User of Item
1	LGD/EALG/Equi/AC/01	26/10/2018	General Split Wall Type 2.0 To AC ASGA-24FMTA	M.K Electronics	1	84,500	84,500	1,006	28/10/2018	Project office, Dhaka	Project Office
2	LGD/EALG/Equi/AC/02	26/10/2018	General Split Wall Type 2.0 To AC ASGA-24FMTA	M.K Electronics	1	84,500	84,500	1,006	28/10/2019	Project office, Dhaka	Project Office
3	LGD/EALG/Lap/01	28/10/2018	Dell Latitute-7480	Global Brand	1	121,000	121,000	1,440	28/10/2018	Project office, Dhaka	Project Office
4	LGD/EALG/Pri/01	28/10/2018	HP Laser jet Pro M402dn	Global Brand	1	18,870	18,870	225	28/10/2018	Project office, Dhaka	Project Office
5	LGD/EALG/UPS/01	28/10/2018	Power Guard 1500VA	Global Brand	1	6,600	6,600	79	28/10/2018	Project office, Dhaka	Project Office
6	LGD/EALG/UPS/02	28/10/2018	Power Guard 1500VA	Global Brand	1	6,600	6,600	79	28/10/2018	Project office, Dhaka	Project Office
7	LGD/EALG/UPS/03	28/10/2018	Power Guard 1500VA	Global Brand	1	6,600	6,600	79	28/10/2018	Project office, Dhaka	Project Office
8	LGD/EALG/UPS/04	28/10/2018	Power Guard 1500VA	Global Brand	1	6,600	6,600	79	28/10/2018	Project office, Dhaka	Project Office
9	LGD/EALG/UPS/05	28/10/2018	Power Guard 1500VA	Global Brand	1	6,600	6,600	79	28/10/2018	Project office, Dhaka	Project Office
10	LGD/EALG/Hard Disk/01	28/10/2018	Adata HV 300	Global Brand	1	4,800	4,800	57	28/10/2018	Project office, Dhaka	Project Office
11	LGD/EALG/Hard Disk/02	28/10/2018	Adata HV 300	Global Brand	1	4,800	4,800	57	28/10/2018	Project office, Dhaka	Project Office
12	LGD/EALG/VR/01	14/11/2018	SONY ICD-TX650	RYANS	1	8,800	8,800	105	14/11/2018	Project office, Dhaka	Project Office
13	LGD/EALG/Swivel Chair/01 to 46	14/11/2018	Swivel Chair	IDE Design	46	5,200	239,200	2,847	14/11/2018	Project office, Dhaka	Project Office
14	LGD/EALG/Table/01 to 20	19/11/2018	Vineard board Table	IDE Design	20	12,800	256,000	3,047	19/11/2018	Project office, Dhaka	Project Office
15	LGD/EALG/VB/01	12/12/2018	Haier, Model-HS75KX	Daffodil Computer	1	500,000	500,000	5,862	12/12/2018	Project office, Dhaka	Project Office
	Total						1,355,470	16,047			

Non-Expendable Property Ledger
Efficient and Accountable Local Governance Proejct
Project ID : 00106748
EALG Project Assets-2012-2016 (Received from Upazila Governance Proejct)

Project Office, Dhaka

SL No	Assets ID /Assets code	Procure. Date	Description of the item	Name of Brand of Company	Quantity	Unit Cost	Amount BDT	Amount USD	Receiving Date	Location of item	User of Item
1	LGD/UZGP/ExTab-01	7/31/2012	Executive Table (big)	OTOBI LIMITED	1	64,360	64,360	792	19/12/2012	PMU office, Dhaka	Project Office
2	LGD/UZGP/ExTab-02to04	7/31/2012	Executive Table (Mediam)	OTOBI LIMITED	3	18,500	55,500	683	19/12/2012	PMU office, Dhaka	Project Office
3	LGD/UZGP/ExTab-07to08	7/31/2012	Executive Table (Mediam)	OTOBI LIMITED	2	11,000	22,000	271	26/09/2012	PMU office, Dhaka	Project Office
4	LGD/UZGP/ExTab-26to28	7/31/2012	Executive Table (Small)	OTOBI LIMITED	3	3,250	9,750	120	19/12/2012	PMU office, Dhaka	Project Office
5	LGD/UZGP/ConTab-01	7/31/2012	Conference Table	OTOBI LIMITED	1	38,008	38,008	468	19/12/2012	PMU office, Dhaka	Project Office
6	LGD/UZGP/PriTab-01to03	7/31/2012	Printer Table	OTOBI LIMITED	3	3,000	9,000	111	19/12/2012	PMU office, Dhaka	Project Office
7	LGD/UZGP/ExChai-01to04	7/31/2012	Executive Chair	OTOBI LIMITED	4	6,600	26,400	325	19/12/2012	PMU office, Dhaka	Project Office
8	LGD/UZGP/ConChai-01to40	7/31/2012	Conference Chair	OTOBI LIMITED	40	5,650	226,000	2,782	19/12/2012	PMU office, Dhaka	Project Office
9	LGD/UZGP/RevChai-01to03	7/31/2012	Revolving Chair	OTOBI LIMITED	3	4,850	14,550	179	19/12/2012	PMU office, Dhaka	Project Office
10	LGD/UZGP/VisChai-01to13	7/31/2012	Visitor Chair	OTOBI LIMITED	13	3,900	50,700	624	19/12/2012	PMU office, Dhaka	Project Office
11	LGD/UZGP/WorkStat-01to15	7/31/2012	Work Station (Desk)	OTOBI LIMITED	15	30,817	462,255	5,689	19/12/2012	PMU office, Dhaka	Project Office
12	LGD/UZGP/MulShelf-01to03	7/31/2012	Multi purpose Shelf/Book Shelf	OTOBI LIMITED	3	9,800	29,400	362	19/12/2012	PMU office, Dhaka	Project Office
13	LGD/UZGP/MulShelf-18to19	7/31/2012	Multi purpose Shelf/Book Shelf	OTOBI LIMITED	2	21,250	42,500	523	19/12/2012	PMU office, Dhaka	Project Office
14	LGD/UZGP/Modem-01to11		Modem	Grameen Phone	11	2,916	32,076	394	14/08/2012	PMU office, Dhaka	Project Office
15	LGD/UZGP/Vehic-02	1/13/2013	Prado Jeep	Toyota Land Cruiser TX 2012	1		2,432,376	31,455		PMU office, Dhaka	Project Office
16	LGD/UZGP/Vehic-03	1/13/2013	Prado Jeep	Toyota Land Cruiser TX	1		2,432,376	31,455		PMU office, Dhaka	Project Office
17	LGD/UZGP/Vehic-04	6/12/2013	Prado Jeep	Toyota Land Cruiser TX	1		2,474,489	31,999		PMU office, Dhaka	Project Office
18	LGD/UZGP/AirCond-01	5/26/2013	Air Conditioners 1.5 ton	Midea MS9V-18CR-QB6	1	72,000	72,000	931	10/1/2013	PMU office, Dhaka	Project Office
19	LGD/UZGP/Prin-01	5/26/2013	Printer (colour)	HP CP4525dn	1		135,018	1,746	8/20/2013	PMU office, Dhaka	Project Office
20	LGD/UZGP/Prin-02	5/26/2013	Printer	HP M401dn	1		23,895	309	8/20/2013	PMU office, Dhaka	Project Office
21	LGD/UZGP/Prin-03	5/26/2013	Printer	HP M401dn	1		23,895	309	8/20/2013	PMU office, Dhaka	Project Office
22	LGD/UZGP/Scan-01	5/26/2013	Scanner	HP 8500 fn1	1		255,189	3,300	8/20/2013	PMU office, Dhaka	Project Office
23	LGD/UZGP/Scan-02	5/26/2013	Scanner	HP G3110 photo flatbed	1		6,186	80	8/20/2013	PMU office, Dhaka	Project Office
24	LGD/UZGP/Scan-03	5/26/2013	Scanner	HP G3110 photo flatbed	1		6,186	80	8/20/2013	PMU office, Dhaka	Project Office
25	LGD/UZGP/UPS-01	5/26/2013	UPS	APC Smart 2200VA	1		40,753	527	8/20/2013	PMU office, Dhaka	Project Office
26	LGD/UZGP/UPS-30	5/26/2013	UPS	Power ware PW5115 1000VA 220V UPS	20	14,692.70	293,854	3,800	8/20/2013	PMU office, Dhaka	Project Office
27	LGD/UZGP/Chair-01	6/6/2013	Chair (fixed)	Legacy Furniture	12	10,000	120,000	1,552		PMU office, Dhaka	Project Office
28	LGD/UZGP/RevChai-11	6/6/2013	Revolving Chair	Legacy Furniture	6	12,500	75,000	970		PMU office, Dhaka	Project Office
29	LGD/UZGP/Chai-01	6/6/2013	Chair	Legacy Furniture	10	6,500	65,000	841		PMU office, Dhaka	Project Office
30	LGD/UZGP/Sofa(02)-01	6/6/2013	Sofa (tow seater)	Legacy Furniture	1	7,800	7,800	101		PMU office, Dhaka	Project Office
31	LGD/UZGP/Sofa(02)-02	6/6/2013	Sofa (tow seater)	Legacy Furniture	1	7,800	7,800	101		PMU office, Dhaka	Project Office
32	LGD/UZGP/Sofa(02)-03	6/6/2013	Sofa (tow seater)	Legacy Furniture	1	7,800	7,800	101		PMU office, Dhaka	Project Office
33	LGD/UZGP/Sofa(02)-04	6/6/2013	Steel File Cabinet	Legacy Furniture	1	7,800	7,800	101		PMU office, Dhaka	Project Office
34	LGD/UZGP/Sofa(02)-05	6/6/2013	Steel File Cabinet	Legacy Furniture	1	7,800	7,800	101		PMU office, Dhaka	Project Office
35	LGD/UZGP/AirCond-02	24/07/2013	Air Conditioners 2 ton	Midea MSR1-24CR-QB6W	6	73,000	438,000	5,664		PMU office, Dhaka	Project Office

#	Code	Date	Item	Model/Details	Qty	Unit Value	Value	No.	Date	Location	Location
36	LGD/UZGP/PCSpea-01	7/2/2013	PC Speaker	Genius SP-U110	2	650	1,300	25	7/9/2013	PMU office, Dhaka	Project Office
37	LGD/UZGP/PCWebCa-01	7/2/2013	PC Webcam	Genius D11720Pm	1	1,900	1,900	25	7/9/2013	PMU office, Dhaka	Project Office
38	LGD/UZGP/PCWebCa-02	7/2/2013	PC Webcam	Genius D11720Pm	1	1,900	1,900	25	7/9/2013	PMU office, Dhaka	Project Office
39	LGD/UZGP/PhoMac-01	9/25/2013	Photocopier Machine	SHARP AR 5618	1	85,000	85,000	1,099		PMU office, Dhaka	Project Office
40	LGD/UZGP/PhoMac-02	9/25/2013	Photocopier Machine	SHARP AR 5618	1	85,000	85,000	1,099		PMU office, Dhaka	Project Office
41	LGD/UZGP/PABX-01	9/15/2013	PABX system	Panasonic KX-TES-824	1	37,000	37,000	478		PMU office, Dhaka	Project Office
42	LGD/UZGP/UPS-50	9/15/2013	Power backup	Panasonic KX-TES-227	1	5,400	5,400	70		PMU office, Dhaka	Project Office
43	LGD/UZGP/Sat-01	9/15/2013	Power stabilizer	Multi plus 600va	1	1,800	1,800	23		PMU office, Dhaka	Project Office
44	LGD/UZGP/Phone Set(M)-01	9/15/2013	Master Handset	Panasonic KX-TES-7730	1	4,300	4,300	56		PMU office, Dhaka	Project Office
45	LGD/UZGP/Phone Set(I)-02	9/15/2013	Intercom Handset	Panasonic KX-TS-500	20	870	17,400	225		PMU office, Dhaka	Project Office
46	LGD/UZGP/Comp(D)-29	10/16/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor)	22	59,850	1,316,700	17,027		PMU office, Dhaka	Project Office
47	LGD/UZGP/NoteBook-01	10/16/2013	Note Book Computer	HP Probook 6470b	2	75,790	151,580	2,940		PMU office, Dhaka	Project Office
48	LGD/UZGP/ABCdry-01	11/25/2013	ABC dry powder		6	850	5,100	66	11/28/2013	PMU office, Dhaka	Project Office
49	LGD/UZGP/CarDiOx-01	11/25/2013	Carbo-Di-Oxide		6	2,200	13,200	171	11/28/2013	PMU office, Dhaka	Project Office
50	LGD/UZGP/DraUni-01	12/3/2013	Drawer Unit	-	10	3,950	39,500	511	12/23/2013	PMU office, Dhaka	Project Office
51	LGD/UZGP/Projector-01	2/3/2014	Multimedia Projector	HITACHI	2	102000	204,000	2,641	2/19/2014	PMU office, Dhaka	Project Office
52	LGD/UZGP/NoteBook-11	1/17/2014	Note Book Computer with docking station	Dell Latitude E6440	1	119,397.58	119,398	1,546	2/10/2014	PMU office, Dhaka	Project Office
53	LGD/UZGP/NoteBook-14	1/17/2014	Note Book Computer with docking station	Dell Latitude E6440	1	119,397.58	119,398	1,546	2/10/2014	PMU office, Dhaka	Project Office
54	LGD/UZGP/NoteBook-18	7/1/2014	Note Book Computer	Dell E7440	1	157,549.20	157,549	2,040	9/17/2014	PMU office, Dhaka	Project Office
55	LGD/UZGP/NoteBook-19	7/1/2014	Note Book Computer	Dell E7440	1	157,549.20	157,549	2,040	9/17/2014	PMU office, Dhaka	Project Office
56	LGD/UZGP/WattDisp-01	10/21/2014	Water Dispenser	SHOVON, SEWX24LHS5T	1	30500	30,500	395	11/6/2014	PMU office, Dhaka	Project Office
57	LGD/UZGP/VacClean-01	10/21/2014	Vacuum Cleaner	PANASONIC, MC-YL699S149	1	35500	35,500	460	11/6/2014	PMU office, Dhaka	Project Office
58	LGD/UZGP/LED TV-01	10/21/2014	LED TV 40"	SONY BRAVIA, KLV-40R472B	1	75,600.00	75,600	979	11/6/2014	PMU office, Dhaka	Project Office
59	LGD/UZGP/StaFan-01	10/21/2014	Stand Fan	MIRA 18" M-187	6	9400	56,400	730	11/6/2014	PMU office, Dhaka	Project Office
60	LGD/UZGP/MicOven-01	10/21/2014	Microwave Oven	PANASONIC, NN-GT353MYTE	1	25,000.00	25,000	324	11/6/2014	PMU office, Dhaka	Project Office
61	LGD/UZGP/Refr-01	10/21/2014	Refrigerator	HAIER-MGJ, HRF-CT-DMGJ	1	40500	40,500	524	11/6/2014	PMU office, Dhaka	Project Office
62	LGD/UZGP/Cam(St)-18	10/21/2014	Still Camera	CANON EOS1100D,5161B051AA-K-1	1	145000	45,000	583	11/6/2014	PMU office, Dhaka	Project Office
63	LGD/UZGP/MovieCam-01	10/21/2014	Movie Camera	CANON, VIXIA : HF R500	1	55500	55,500	719	11/6/2014	PMU office, Dhaka	Project Office
64	LGD/UZGP/PhoMac-18	10/21/2014	Photocopier Machine	Sharp Photocopier, MXM314N	1	170000	170,000	2,201	11/30/2014	PMU office, Dhaka	Project Office
65	LGD/UZGP/DiesGenera-01	10/30/2014	Diesel Generator (100 KVA)	MBH110	1	2041000	2,041,000	26,428	12/3/2014	PMU office, Dhaka	Project Office
66	LGD/UZGP/ConTab-02	12/7/2014	Conference Table	OTOBI LIMITED	1	24975	24,975	323	1/4/2015	PMU office, Dhaka	Project Office
67	LGD/UZGP/DraUni-11	12/7/2014	Drawer Unit	OTOBI LIMITED	1	5499	5,499	71	1/4/2015	PMU office, Dhaka	Project Office
68	LGD/UZGP/DraUni-12	12/7/2014	Drawer Unit	OTOBI LIMITED	1	5499	5,499	71	1/4/2015	PMU office, Dhaka	Project Office
69	LGD/UZGP/DraUni-13	12/7/2014	Drawer Unit	OTOBI LIMITED	1	5499	5,499	71	1/4/2015	PMU office, Dhaka	Project Office
70	LGD/UZGP/DraUni-14	12/7/2014	Drawer Unit	OTOBI LIMITED	1	5499	5,499	71	1/4/2015	PMU office, Dhaka	Project Office
71	LGD/UZGP/DraUni-15	12/7/2014	Drawer Unit	OTOBI LIMITED	1	5499	5,499	71	1/4/2015	PMU office, Dhaka	Project Office
72	LGD/UZGP/RevChai-17	12/7/2014	Revolving Chair	OTOBI LIMITED	1	6795	6,795	88	1/4/2015	PMU office, Dhaka	Project Office
73	LGD/UZGP/RevChai-18	12/7/2014	Revolving Chair	OTOBI LIMITED	1	6795	6,795	88	1/4/2015	PMU office, Dhaka	Project Office
74	LGD/UZGP/RevChai-19	12/7/2014	Revolving Chair	OTOBI LIMITED	1	6795	6,795	88	1/4/2015	PMU office, Dhaka	Project Office

#	Code	Date	Description	Make	Qty	Unit Price	Total		Date	Location	Location
75	LGD/UZGP/RevChai-20	12/7/2014	Revolving Chair	OTOBI LIMITED	1	6795	6,795	88	1/4/2015	PMU office, Dhaka	Project Office
76	LGD/UZGP/RevChai-21	12/7/2014	Revolving Chair	OTOBI LIMITED	1	6795	6,795	88	1/4/2015	PMU office, Dhaka	Project Office
77	LGD/UZGP/RevChai-22	12/7/2014	Revolving Chair	OTOBI LIMITED	1	6795	6,795	88	1/4/2015	PMU office, Dhaka	Project Office
78	LGD/UZGP/NotBoard-01	12/7/2014	Notice / Display Board	OTOBI LIMITED	1	14040	14,040	182	1/4/2015	PMU office, Dhaka	Project Office
79	LGD/UZGP/WhiteBoard-01	12/7/2014	White Board	OTOBI LIMITED	1	12420	12,420	161	1/4/2015	PMU office, Dhaka	Project Office
80	LGD/UZGP/ProjScreen-01	2/3/2015	Motorized / Auto Projection	Apollo size 70" x 70"	1	20000	20,000	259	2/12/2015	PMU office, Dhaka	Project Office
81	LGD/UZGP/AirCond-09	3/12/2015	Panasonic Air Conditioner (1Ton) Screen.	Panasonic CS-C12NKH & CU-C12NKH	1	75330	75,330	967	3/23/2015	PMU office, Dhaka	Project Office
82	LGD/UZGP/Server-01	5/10/2015	Server	Dell R730 Server							
83	LGD/UZGP/UPS-50	7/2/2015	1000VA UPS LUMINOUS	Rahimafrooz	1	430000	430,000	5,529		PMU office, Dhaka	Project Office
84	LGD/UZGP/UPS-51	7/2/2015	1000VA UPS LUMINOUS	Rahimafrooz	1	5200	5,200	67		PMU office, Dhaka	Project Office
85	LGD/UZGP/UPS-52	7/2/2015	1000VA UPS LUMINOUS	Rahimafrooz	1	5200	5,200	67		PMU office, Dhaka	Project Office
86	LGD/UZGP/UPS-53	7/2/2015	1000VA UPS LUMINOUS	Rahimafrooz	1	5200	5,200	67		PMU office, Dhaka	Project Office
87	LGD/UZGP/UPS-54	7/2/2015	1000VA UPS LUMINOUS	Rahimafrooz	1	5200	5,200	67		PMU office, Dhaka	Project Office
88	LGD/UZGP/MobiPh-35	8/26/2015	Galaxy S-6 Mobile	Samsung	1	44900	44,900	577		PMU office, Dhaka	available at
89	LGD/UZGP/MobiPh-36	8/26/2015	Galaxy S-6 Mobile	Samsung	1	44900	44,900	577		PMU office, Dhaka	Project Office
			Project Office(2012 to 2016)				15,876,520	205,632			

Non-Expendable Property Ledger
Efficient and Accountable Local Governance Project
Project ID : 00106748

EALG Field Offices

SL No	Assets ID /Assets code	Procure. Date	Description of the item	Name of Brand of Company	Quantity	Unit Cost	Amount BDT	Amount USD	Receiving Date	Location of Item	User of Item
1	EALG/TBL-01/18	19/12/2018	Secretariat table	Navana Furniture	1	16,000	16,000	191	19/12/2018	DC Office, Rajshahi	DF_EALG Project
2	LGD/UZGP/Vehic-05	6/12/2013	Prado Jeep	Toyota Land Cruiser TX	1	2,474,489	2,474,489	31999	6/12/2018	DC Office, Rajshahi	DDLG, Rajshahi
3	LGD/UZGP/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor)	1	59,850	59,850	774	17/09/2018	DC Office, Rajshahi	DF_EALG Project
4	EALG/EXCHR-01/18	19/12/2018	Revolving Chair	Navana Furniture	1	7,500	7,500	89	19/12/2018	DC Office, Rajshahi	DF_EALG Project
5	EALG/VSTCHR-01-02/18	19/12/2018	Visiting Chair	Navana Furniture	2	3,500	7,000	84	19/12/2018	DC Office, Rajshahi	DF_EALG Project
6	EALG/Computer table-01/18	19/12/2018	Computer table	Navana Furniture	1	3,500	3,500	42	19/12/2018	DC Office, Rajshahi	DF_EALG Project
7	EALG/Printer-01/18	19/12/2018	Printer	hp Laser Jet Pro M402dn	1	18,280	18,280	218	19/12/2018	DC Office, Rajshahi	DF_EALG Project
8	EALG/Scanner-01/18	19/12/2018	Scanner	Epson Perfection V39	1	5,914	5,914	71	19/12/2018	DC Office, Rajshahi	DF_EALG Project
9	EALG/UPS-01/18	19/12/2018	UPS	Guaro Power	1	5,116	5,116	61	19/12/2018	DC Office, Rajshahi	DF_EALG Project
10	EALG/Router-01/17	19/12/2018	Router	D-Link	1	1,720	1,720	21	19/12/2018	DC Office, Rajshahi	DDLG
11	EALG/Router-01/18	19/12/2018	Router	TPLINK	1	3,118	3,118	37	19/12/2018	DC Office, Rajshahi	DF_EALG Project
12	Scanner	24/12/2018	Scanner	Canon	1	11,000	11,000	131.74	24/12/2018	DC Office, Sunamganj	DF_EALG Project
13	LGD/UZGP/Vehic-07	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1	2,474,489	2,474,489	31999	6/12/2018	DC Office, Sunamganj	DDLG, Sunamganj
14	LGD/UZGP/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor)	1	59,850	59,850	774	17/09/2018	DC Office, Sunamganj	DF_EALG Project
15	UPS	24/12/2018	UPS	POWER	1	6,000	6,000	71.86	24/12/2018	DC Office, Sunamganj	DF
16	LGD/UZGP/Vehic-06	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1	2,474,489	2,474,489	31999	6/12/2018	DC, Office Rangpur	DDLG, Rangpur
17	LGD/UZGP/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor)	1	59,850	59,850	774	17/09/2018	DC, Office Rangpur	DF_EALG Project
18	LGD/EALG/Rang/UPS/01/2018	17.11.2018	UPS-1200 Volt	Power gurd	1		4900	58	20/12/2018	DC, Office Rangpur	DF-EALG
19	ELAG/KHLN/01	12/12/2018	Executive Table (big)	Akhter Furniture	1	21840	21,840	263	12/12/2018	DC Office Khulna	DF_EALG Project
20	LGD/UZGP/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor)	1	59,850	59,850	774	17/09/2018	DC Office Khulna	DF_EALG Project
21	LGD/UZGP/Vehic-08	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1	2,474,489	2,474,489	31999	6/12/2018	DC Office Khulna	DF_EALG Project
22	ELAG/KHLN/02	12/12/2018	Executive Chair	Partex Furniture	1	12600	12,600	152	12/12/2018	DC Office Khulna	DF_EALG Project
23	ELAG/KHLN/03	12/12/2018	Guest Chair	Best Furniture	2	3000	6,000	72	12/12/2018	DC Office Khulna	DF_EALG Project
24	ELAG/KHLN/04	12/11/2018	Printer	HP	1	20400	20,400	246	12/11/2018	DC Office Khulna	DF_EALG Project
25	ELAG/KHLN/05	12/11/2018	Scanner	Cannon	1	9100	9,100	110	12/11/2018	DC Office Khulna	DF_EALG Project
26	ELAG/KHLN/06	12/11/2018	UPS	APC	1	8200	8,200	99	12/11/2018	DC Office Khulna	DF_EALG Project
27	ELAG/KHLN/07	12/11/2018	Office Cabinet	Partex Furniture	1	4560	4,560	55	12/11/2018	DC Office Khulna	DF_EALG Project
28	EALG/Chandpur/Furniture-1	19/12/2018	Executive Table	PARTEX	1	18,000	18,000	215	19/12/2018	DC office, Chandpur.	DF_EALG Project
29	LGD/UZGP/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor)	1	59,850	59,850	774	17/09/2018	DC office, Chandpur.	DF_EALG Project
30	EALG/Chandpur/Furniture-2	19/12/2018	Executive Chair	PARTEX	1	7,000	7,000	84	19/12/2018	DC office, Chandpur.	DF_EALG Project
31	EALG/Chandpur/Furniture-3	19/12/2018	Visitors Chair	PARTEX	3	3000	9,000	107	19/12/2018	DC office, Chandpur.	DF_EALG Project
32	EALG/Chandpur/Furniture-4	31/10/2018	File Rack	PARTEX	1	8,000	8,000	95	31/10/2018	DC office, Chandpur.	DF_EALG Project

#	Asset Code	Date	Item	Source/Brand	Qty	Value	Value	No.	Date	Location	Project
33	EALG/Chandpur/Furniture-5	19/12/2018	Almira still	Local Market	1	15,000	15,000	179	19/12/2018	DC office, Chandpur.	DF_EALG Project
34	EALG/Chandpur/ IT-4	19/12/2018	Power Guard	Power Guard	1	6,800	6,800	81	19/12/2018	DC office, Chandpur.	DF_EALG Project
35	EALG/Chandpur/ IT-5	19/12/2018	Printer	HP	1	21,600	21,600	258	19/12/2018	DC office, Chandpur.	DF_EALG Project
36	EALG/Chandpur/ IT-6	19/12/2018	Scanner	Canon	1	10,100	10,100	121	19/12/2018	DC office, Chandpur.	DF_EALG Project
37	LGD/UZGP/Vehic-09	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1	2,474,489	2,474,489	31999	15/07/2019	DC office, Chandpur.	DDLG, Chandpur
38	LGD/UZGP/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor)	1	59,850	59,850	774	17/09/2018	DC office, Faridpur	DF_EALG Project
39	LGD/UZGP/Vehic-10	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1	2,474,489	2,474,489	31999	25/08/2019	DC office, Faridpur	DDLG, Faridpur
40	LGD/EALG/LaserPrinter-01	17/12/2018	Laster Jet Pro, Model: M402dn	HP	1	18,511	18,511	221	11/12/2019	DC office, Faridpur	DF_EALG Project
41	LGD/EALG/Router-01	17/12/2018	Router, TL-WR850N,	TP Link	1	1,605	1,605	19	11/12/2019	DC office, Faridpur	DF_EALG Project
42	LGD/EALG/Filing-Cab-01	17/12/2018	Filing Cabinet	OTOBI LIMITED	1	22,598	22,598	269	13/12/2018	DC office, Faridpur	DF_EALG Project
43	LGD/EALG/RevChair-01	17/12/2018	Revolving Chair	OTOBI LIMITED	1	11,288	11,288	135	13/12/2018	DC office, Faridpur	DF_EALG Project
44	LGD/EALG/Scanner-01	17/12/2018	Scanner, Model: LiDE220	Cannon	1	7,597	7,597	91	17/12/2018	DC office, Faridpur	DF_EALG Project
45	LGD/EALG/UPS-01	17/12/2018	UPS, Model: PG1500VA-PS	Power Board	1	7,276	7,276	87	17/12/2018	DC office, Faridpur	DF_EALG Project
46	LGD/EALG/UPS-01	17/12/2018	UPS, Model: PG1500VA-PS	Power Board	1	7,276	7,276	87	17/12/2018	DC office, Faridpur	DF_EALG Project
47	LGD/UZGP/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor)	1	59,850	59,850	774	17/09/2018	DC office, Patuakhali	DDLG, Patuakhali
48	LGD/UZGP/Vehic-11	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1	2,474,489	2,474,489	31999	17/09/2019	DC office, Patuakhali	DF_EALG Project
49	LGD/UZGP/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor)	1	59,850	59,850	774	17/09/2018	DC office, Netrokona	DF_EALG Project
50	LGD/UZGP/Vehic-12	6/12/2013	Prado Jeep	Toyota Land Cruiser TX 2013	1	2,474,489	2,474,489	31999	17/09/2019	DC office, Netrokona	DDLG, Netrokona
51	LGD/UZGP/Comp(D)-29	10/6/2013	Desktop Computer	HP Elite 8300MT (PC HP LA2006x (Monitor)	1	59,850	59,850	774	14/10/2019	DC office, Cox's Bazar	DF_EALG Project
	Total Field Office 2018					20,619,111	267,077				

Non-Expendable Property Ledger
Efficient and Accountable Local Governance Proejct
Project ID : 00106748

Assets received from from UPGP Project

No.	Description	Model	Brand	Qty			Date	Location	Project Office
105	LGD/EALG/Desktop Computer	DELL Optiplex-7010	DELL Optiplex-7011	5			15/11/2018	Project office, Dhaka	Project Office
106	LGD/EALG/Desktop Computer	DELL Optiplex-544	DELL Optiplex-545	1			15/11/2018	Project office, Dhaka	Project Office
107	LGD/EALG/Desktop Computer	DELL Optiplex-3020	DELL Optiplex-3021	1			15/11/2018	Project office, Dhaka	Project Office
108	LGD/EALG/Laptop	DELL Latitude E5430 & E6440	DELL Latitude E5430 & E6440	5			15/11/2018	Project office, Dhaka	Project Office
109	LGD/EALG/Digital Sender	HP Digital sender	HP Digital sender	1			15/11/2018	Project office, Dhaka	Project Office
110	LGD/EALG/Photocopier Ricoh	Ricoh	Ricoh	2			15/11/2018	Project office, Dhaka	Project Office
111	LGD/EALG/Fixed Chair	LEGACY	LEGACY	5			15/11/2018	Project office, Dhaka	Project Office
112	LGD/EALG/Office Steel Almirah	LEGACY	LEGACY	1			15/11/2018	Project office, Dhaka	Project Office
113	LGD/EALG/DSLR still camera	Canon EoSA-D	Canon	1			15/11/2018	Project office, Dhaka	Project Office
114	LGD/EALG/AC	Apollo	Apollo	3			15/11/2018	Project office, Dhaka	Project Office
115	LGD/EALG/Server with UPS	Server with UPS	HP	1			15/11/2018	Project office, Dhaka	Project Office
116	LGD/EALG/Printer color laser jet	HP	HP	1			15/11/2018	Project office, Dhaka	Project Office
117	LGD/EALG/Projector	Hitachi CP-X5022WN	Hitachi	1			15/11/2018	Project office, Dhaka	Project Office
118	LGD/EALG/Refrigerator	Singer	Singer	1			15/11/2018	Project office, Dhaka	Project Office
119	LGD/EALG/Movie Camera	Sony	Sony	1			15/11/2018	Project office, Dhaka	Project Office
120	LGD/EALG/Screen (70x70)	View sonic	View sonic	1			15/11/2018	Project office, Dhaka	Project Office
121	LGD/EALG/Fax Machine	LGD/EALG/Fax Machine	Fax Machine	1			15/11/2018	Project office, Dhaka	Project Office

**UN
DP**

Empowered lives.
Resilient nations.

UNITED NATIONS DEVELOPMEMNT PRAGRAMME
PROJECT DOCUMENT (Revised)

Country: Bangladesh

Project Title: Efficient and Accountable Local Governance (EALG)

Project Number: 00093427

Implementing Agency: Local Government Division (LGD), Ministry of Local Government, Rural Development and Cooperatives.

Start Date: July 2017   End Date: June 2022   PAC Meeting date: 2 March, 2017

Brief Description
Strengthening local governance has been a key focus of not only the government of Bangladesh, but also different donor agencies. Considering the importance of the issue, UNDP has been working to strengthen the local governance system in Bangladesh for more than a decade. UNDP lead support projects to the LGIs have played an important role in reforming the Union Parishad (UP) and Upazila Parishad (UZP) tier of government. Since the Upazila Governance Project (UZGP) and Union Parishad Governance Projects (UPGP) were phased out in early 2017, UNDP in collaboration with SDC and DANIDA is planning to support Upazila Parishad and Union Parishad through one project entitled Efficient and Accountable Local Governance (EALG) with the aim to **strengthen the capacities of local governments and other stakeholders to foster participatory local development service delivery for the SDGs** (especially achieving the goals and targets of 1,1.3, 4,5,6,11-b,15 and 16.7) This project that will have the following three components;   1. Inclusive and Accountable Upazila Parishad (IAUZP)   2. Sustainable and Democratic Union Parishad (SDUP)   3. Policy for Effective Local Governance (PELG)   **1: Inclusive and Accountable Upazila Parishad (IAUZP):** This component has been designed to strengthen governance framework of Upazila Parishad for inclusive, effective and accountable planning and improved service delivery. Moreover, it will work to improve the financial management of Upazila Parishad for improved funding absorption capacity and accountability, strengthened downward accountability of the UZP Committees through effective and inclusive public engagement mechanisms and practises, and strengthened ability of Women Upazila Parishad Members to fulfil their role and duties in council work.   **2: Sustainable and Democratic Union Parishad (SDUP):** This component attempts to: i. strengthen the capacity of the Union Parishads to provide pro-poor, effective and accountable services; ii. make the Union Parishads (UP) more climate resilient through prioritizing resilience measures in the UP development plan; and iii. empower and institutionalize the space for the poor and marginalized citizens specially women to get engaged in the decision-making process of UP.   **3: Policy for Effective Local Governance (PELG):** This component will provide policy support to the Government of Bangladesh for establishing effective local government irrespective of tiers.   **Project outcome:** Local Government Institutions are able to more effectively carry out their mandates including delivery of public services, in a more accountable, transparent, and inclusive manner.

I

Contributing Outcome (UNDAF/CPD, RPD or GPD):		

Contributing Outcome (UNDAF/CPD, RPD or GPD):

CPD Outcome 2: Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups.
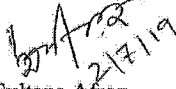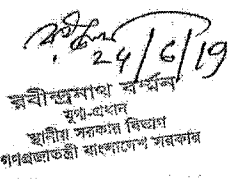Indicative Output(s):
1.2: National and local government have the capacity to implement urban and rural poverty policies and programmes

2.3: The Government has the capacity to develop policies and carry out sectoral and geographical interventions in districts where inequality of progress is evident.

Total resources required:		US$ 7.77 (M)
Total resources allocated:		US$ 7.77 (M)
	UNDP TRAC:	0.75 m
	SDC:	4.02 m
	DANIDA:	03.00 m
	Government:	0
	In-Kind:	0
Unfunded:		

Agreed by (signatures):

Government	UNDP	Implementing Agency
Sultana Afroz Additional Secretary (UN) Economic Relations Division	Sudipto Mukerjee Resident Representative a.i, UNDP Bangladesh	Local Government Division
Date: - 2019	Date: - 2019	Date: - 2019

Sultana Afroz
Additional Secretary
Economic Relations Division
Ministry of Finance
Govt. of the People's Republic of Bangladesh

Sudipto Mukerjee
Resident Representative a.i.
UNDP-Bangladesh

Certificate Of Completion

Envelope Id: D8CD9A42FE364802A946EF6B10C6B498   Status: Completed

Subject: Please DocuSign: 24.11.2020_EALG RAWP Ver-H.pdf, 24.11.2020_Necessary Attachment of RAWP Ver H.pdf

Source Envelope:

Document Pages: 105	Signatures: 7	Envelope Originator:
Certificate Pages: 2	Initials: 0	Khondker Pervez Ahmed
AutoNav: Enabled		One United Nations Plaza
EnvelopeId Stamping: Enabled		New York, NY 10017
Time Zone: (UTC-08:00) Pacific Time (US & Canada)		khondker.ahmed@undp.org
		IP Address: 117.103.87.90

Record Tracking

Status: Original	Holder: Khondker Pervez Ahmed	Location: DocuSign
11/24/2020 7:50:09 AM	khondker.ahmed@undp.org	

Signer Events	Signature	Timestamp
Khondker Pervez Ahmed khondker.ahmed@undp.org Partnerships and Resource Mobilization Associate UNDP Bangladesh Security Level: Email, Account Authentication (None)	*[signature]* Signature Adoption: Uploaded Signature Image Using IP Address: 117.103.87.90	Sent: 11/24/2020 8:00:54 AM Viewed: 11/24/2020 8:01:11 AM Signed: 11/24/2020 8:01:29 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Munir Hossain munir.hossain@undp.org Finance Analyst UNDP Headquarters Security Level: Email, Account Authentication (None)	*[signature]* Signature Adoption: Uploaded Signature Image Using IP Address: 103.213.242.37	Sent: 11/24/2020 8:01:31 AM Viewed: 11/24/2020 7:47:37 PM Signed: 11/24/2020 8:32:11 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Van Nguyen nguyen.thi.ngoc.van@undp.org Deputy Resident Representative UNDP Headquarters Security Level: Email, Account Authentication (None)	*[signature]* Signature Adoption: Uploaded Signature Image Using IP Address: 119.30.41.49 Signed using mobile	Sent: 11/24/2020 8:32:13 PM Viewed: 11/25/2020 3:20:42 AM Signed: 11/25/2020 3:20:55 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	11/24/2020 8:00:54 AM
Certified Delivered	Security Checked	11/25/2020 3:20:42 AM
Signing Complete	Security Checked	11/25/2020 3:20:55 AM
Completed	Security Checked	11/25/2020 3:20:55 AM

Payment Events	Status	Timestamps