

GOVERNMENT OF ARAB REPUBLIC OF EGYPT
UNITED NATIONS DEVELOPMENT PROGRAMME

Project Title:

“Social Contract Advisory, Monitoring and Coordination Center”

Proposal ID: 00045653

Project ID: 00053972

Brief Description

Following up on the 2005 EHDR, Egypt can no longer afford a “business as usual” approach to face many of its daunting challenges. The report argues that the time is right to review options and implement new measures to enhance human security, growth and development. The report stressed the need for a paradigm shift that allows for a transformation in the relationship between the state and the citizen. The purpose of this project is to establish a Social Contract Advisory, Monitoring and Coordination Center within the Information and Decision Support Center (IDSC) at the Prime Minister’s Office. The Social Contract Center will work closely with other IDSC units to provide first class policy advice and policy options, monitoring the implementation of the MDGs-based poverty action plan --as proposed in the EHDR2005 and adopted by the government as the national development plan,-- as well as coordinating with various stakeholders to define, develop and articulate a vision for a new social contract and a paradigm shift in state-citizen relationship, in Egypt, rooted in principles of democratic governance and modern concepts of citizenship.

The Center will work closely with line ministries, governorates, private sector and CSOs and IDSC will be reporting on its work to the Cabinet of the Prime Minister. The main objectives of the center are: 1) to build national consensus on the concept, vision and development elements of social contract; 2) to monitor and disseminate information and assessments of progress towards the MDG Action Plan; 3) to help the government ministries in developing policy options to ensure/maintain solid track record towards achieving the MDGs and poverty reduction; 4) make its resources available for capacity building purposes to the various development partners, at central and local levels, and stakeholders in implementing the various components of the MDGs action plan and monitoring the implementation of the social contract; 5) to support the harmonization and formulation of alternative policies. The project will pilot test the social contract modality within a Ministry, through the UNDP project “Strengthening the Capacity of the Ministry of Social Solidarity” and within two Governorates. The exact Governorates will be decided after project signature and in consultation with the Project Team and Committee members. The expected and sought after outcomes from this Center will materialize when it succeeds in improving national capacity to monitor poverty and stimulate national debates towards policy action for human development and achieving the MDGs.

SIGNATURE PAGE

Country: Egypt

UNDAF Outcome(s) Outcome 1:

Expected Outcome(s): MYFF outcome 1: Improve national capacity to monitor
(CP outcomes linked to the poverty and stimulate national debates towards policy action
SRF/MYFF goal and service for human development and achieving the MDGs.
line)

Expected Output(s) / Output (A): A Social Contract Advisory, Monitoring and
Indicator(s): Coordination Center established in IDSC

Implementing partner: Information and Decision Support Center (IDSC)

Other Partners: Donors

Programme Period: 2007 - 2011
 Programme Component: Governance
 Project Title: Social Contract Monitoring and
 Coordination Unit
 Project Duration: 2007 -2011
 Management Arrangement: NEX

Budget
 General Management Support Fee:
 Total budget: \$10 m
 Allocated resources:
 • Donors: \$8 m (to be mobilized)
 • UNDP: \$1 m
 • Government: \$1 m

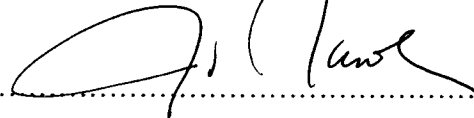
Agreed by: His Excellency, Mr. Ayman Zaineldine, Deputy Assistant Foreign Minister and Director of International Cooperation, MOFA

Signature:  Date: 14.12.06

Agreed by: Dr. Magued Osman, Chairman, Information and Decision-Support Center (IDSC)

Signature:  Date: 14/12/2006

Agreed by: Mr. James Rawley, UNDP Resident Representative

Signature:  Date: 14 December 2006

* Signature in the presence of H.E. Dr. Ahmed Nazif, Prime Minister of Egypt

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Acronyms and Abbreviations

CCF	Country Cooperation Framework
CSOs	Civil Society Organizations
C&M	Communication and Monitoring
EHDR	Egypt Human Development Report
GMS	General Management Support
GOE	Government of Egypt
IDSC	Information and Decision Support Center
ISS	Implementation Support Service
MDGs	Millennium Development Goals
M&E	Monitoring and Evaluation
MOFA	Ministry of Foreign Affairs
MOSS	Ministry of Social Solidarity
MYFF	Multi-year Funding Framework
NPD	National Project Director
PMU	Project Management Unit
PSU	Project Support Unit
SC	Social Contract
SRF	Strategic Results Framework
TOR	Terms of Reference
UNDP	United Nations Development Programme

Section I: Elaboration of the Narrative

Part I. SITUATION ANALYSIS

After a decade of economic reforms that has altered the structure of the Egyptian economy, poverty and high inequality remain deeply entrenched. Egypt therefore is facing major challenges to dramatically raise the level of human development and reduce poverty and regional disparities in many of its territories. There is a need to go beyond the standard, poverty-targeted, elements of good social policy to a modern social contract adapted to the demands and the constraints of an open economy. Today, we are witnessing a vibrant dialogue in the country on new policy directions needed to energize and boost the country's progress in the economic, social and political spheres. Contributing to this ongoing healthy debate the 2005 EHDR, "Choosing our Future: Towards a New Social Contract," presents a vision of Egypt centered on the ambitious proposal of a new social contract.

The paradigm shift this vision entails should translate into advancing the democratic processes and institutions in which citizenship rights are secured and new obligations are accepted, with power sharing and rotation as fundamental axes of politics. Democratization and participation are at the heart of the new social contract demanding a major transformation of the development model. The novelty of the report is that it offers a vision of a social contract where the less privileged half of the people are viewed as dynamic new entrants to the national, economic and political landscape as producers, consumers, and active stakeholders and citizens in shaping the future. Moreover, it articulates the need to enhance the quality of Egypt's governance institutions and practices through an active interaction of CSO/Private Sector with the state.

The recommendations of the EHDR 2005 aim at enabling Egypt to reach the MDGs by 2015 and therefore contain a national plan to achieve the MDGs. The Report has received a lot of support from the GOE and has identified 8 main areas for reform. Poverty; Education; Health; Social Security; Small and Medium Enterprise; Agriculture; Sanitation and Water; and Housing and area Development. Those areas are also in line with the government priority areas identified by the Prime Minister in his statement to the People's Assembly in January 2006. The report articulates the need for a paradigm shift to build national consensus on the meanings and implications of this new social contract. The task to reform is no longer a sole task for the government, but rather a shared task between government, the private sector, civil society and citizens.

The idea of the social contract rests on a number of key premises:

- a) To acknowledge, at all levels, the roles of the different partners in the development
- b) To acknowledge that each of these different partners has a different view/perspective on the road to development and that a successful development model/strategy should take stock of the outcome of the dialogue and negotiations between those different partners.
- c) There is a need to widen the space and advance the enabling environment for citizen's participation and dialogue, among the different partners.

- d) An institution should lead such a dialogue to ensure the continuity of the social contract vision at the short term and long term.
- e) The new social contract will spell out the type of relationship between the different partners in development and will form the basis of a fertile development strategy. A strategy that rests on a solid social basis indicative of the priorities of different segments of the population including the disadvantaged and poor, and at the same time, it will outline the responsibilities of each of those partners.

In this light, UNDP in partnership with IDSC, the implementing agency, will work to establish a Center that promotes the transformation of the relationship between the state and the citizen. The Center will be entrusted with providing first class policy advice and policy options, monitoring the implementation of the MDGs-based poverty action plan --as proposed in the EHDR2005 and adopted by the government as the national development plan,-- as well as coordinating with various stakeholders to define, develop and articulate a vision for a new social contract and a paradigm shift in state-citizen relationship, rooted in principles of democratic governance and modern concepts of citizenship. The Center will work closely with line ministries, governorates, private sector and CSOs and IDSC will be reporting on its work to the Cabinet of the Prime Minister. The main objectives of the Center are: 1) to build national consensus on the concept, vision and development elements of social contract; 2) to monitor and disseminate information and assessments of progress towards the MDG Action Plan; 3) to help the government ministries in developing policy options to ensure/maintain solid track record towards achieving the MDGs and poverty reduction; 4) make its resources available for capacity building purposes to the various development partners and stakeholders in implementing the various components of the MDGs action plan and monitoring the implementation of the social contract; 5) to support the harmonization and formulation of alternative policies. The project will pilot test the social contract modality within a Ministry through the UNDP project “Strengthening the Capacity of the Ministry of Social Solidarity” and within two Governorates. The exact Governorates will be decided after project signature and in consultation with the Project Team and Committee members.

Moreover, the Egyptian society needs to have a common vision of reform and the state needs to use all possible venues to disseminate and engage the public in articulating this common vision, while at the same time, defining the roles and responsibilities of each partner. In other words, there is a need to first create a demand for reform (social advertising), based on the social contract, and then a need for a strategy of implementation. In other words, the project will propagate the new vision of the social contract presented in the 2005-EHDR which is basically about a coherent package that incorporates:

- empowerment of the citizens and CSOs
- changing the modes of participation and entry into public life
- reducing central control
- securing citizens rights
- giving people voice and respecting this voice
- rearrangement of national welfare priorities in of the less privileged half of the population
- ensuring a more equitable distribution of assets and capabilities

The project will define as best as possible the expected results, timeline and measurable indicators. The development of governance and social indicators is essential in order to

monitor the progress of the social contract implementation and feed into decision making process.

TARGET BENEFICIARIES

Government: The Center will help the government to follow-up, monitor and coordinate progress towards the MDGs, at the national and local levels. The Center will study and analyze implications and coherence of certain policies and provide recommendations on how to harmonize policies and/or generate new alternative policies. The Center will support policymakers and program implementers, at the national and local levels, for tracking impacts of macro and micro economic reforms and support planning, resource allocation and project implementation at the local levels. The Center will also provide support, in the form of training and capacity building, to government staff on how to integrate principles of the social contract in their day to day work.

Egypt Citizens: The Center will help articulate a more engaging relationship between the state and the citizen ensuring better delivery of services and more engagement and participation from the citizen.

Academia/Think Tanks: The Center will rely on Think Tanks and Academia in developing certain studies and in consultations (especially the EHDR 2005 Team of Authors)

Media: The Center will build a social contract network of journalists to raise awareness on the roles of the different stakeholders/partners in development.

Private Sector: The Center will ensure that the Private Sector is involved in consultations workshops, etc....

Civil Society Organizations: The Center will cooperate with CSOs/NGOs to ensure their active participation and engagement in the dialogue and monitoring of the social contract.

Donors/partners in development: The Center will identify the areas where donor intervention and resources are most needed and will develop the required partnerships to implement the vision.

PART II STRATEGY

UNDP Strategy

The project will contribute to the MYFF outcome 1. Improve national capacity to monitor poverty and stimulate national debates towards policy action for human development and achieving the MDGs. The cornerstone of the Egypt UNDAF for the next programming cycle, 2007-2011, is an analysis of human and state capabilities viewed through the aim and obligation of the Government to fulfill the social, economic and political entitlements of its citizens. The analysis shows that the fruitful union between people and the state comes through participative democracy, a social contract between state and society, and the rule of law.

The project comes at an optimum timing where the GOE is undertaking a major reform programme to accelerate the pace of development. The establishment of the Center is welcomed by the highest political authorities as major contribution to providing the enabling environment needed for the reform. Hence, the Center is yet another positive step or contribution to the GOE's reform agenda and the expected paradigm shift in how the GOE

will go about executing the reform. The Center being at IDSC will present the progress of its work directly to the Prime Minister and will collaborate with the IDSC offices in the 26 governorates and with all the line Ministries to monitor sectoral policies and strengthen intra-government coordination.

UNDP is uniquely positioned to strengthen IDSC capacity to provide policy advice and new policy options to the Cabinet. The envisaged Center will act, in principle, as an advisory Center to the Cabinet, via monitoring and evaluating a comprehensive action plan for socioeconomic, political, cultural, and institutional development as basis for the social contract initiative. UNDP, as a global knowledge organization will place at the hands of Egypt's decision and policy makers global knowledge and best practices on articulating and implementing a social contract emanating from defined national development priorities and interests. Further, UNDP, through the project, will deliver on its commitment to support government efforts in implementing the Paris Declaration on M&E, by building capacities, skills and knowledge of the Center and IDSC.

UNDP is also mandated and entrusted with monitoring progress towards the MDGs at the national level and the 2005 EHDR implicitly outlines such a national plan. UNDP is well positioned to support this project and see the realization of the Social Contract Center since UNDP has developed a track record of following up to the EHDRs through comprehensive communication and outreach strategies and through developing particular programmes following up on the report's recommendations - like in the case of the Municipal Initiative for Strategic Recovery (MISR) project which was mainly an outcome of the 2003 EHDR on decentralization.

The project will also work closely with two other UNDP projects, namely the NHDR project (support the process of production the report to ensure citizen's participation and monitor the recommendations of the report) and the project with the Ministry of Social Solidarity (MOSS) signed in June 2006 (pilot test for the social contract at the Ministry level). The UNDP project with MOSS is to enhance the capacity of MOSS to design and implement social policies, increase the relevance and efficiency of social protection schemes and social intervention including local development, and contribute to the elaboration of the new social contract, namely in the field of poverty reduction through better empowerment and participation of the poor and civil society organizations.

PART III MANAGEMENT ARRANGEMENTS

The project will be implemented by a team of various experts and is planned to run for five years. The first three months will be dedicated to the recruitment and formulation of the various teams and the formulation of the workplan for the first two years. The first two years should be dedicated to setting up the PMU and detailed workplan of the project focusing on conducting the national dialogue on the 2005 NHDR, advocacy and capacity building activities and pilot tests in MOSS and in two Governorates. After assessing the first two years, a second detailed phase for the next three years should be outlined at a much larger implementation scale including other Ministries and Governorates. The Center will work in full coordination with other IDSC units and some of the staff recruited for the Center may be already part of IDSC workforce.

UNDP will be supporting the Center through the expertise of the Oslo Governance Center, which is UNDP's global thematic facility on democratic governance, and through the Virtual Development Academy/World Campus Initiative which develops the skills of future leaders by providing state of the art training in a number of areas related to capacity building. A Memorandum of Understanding between IDSC and these institutions will be signed to institutionalize such partnerships.

The Center will be comprised of a number of Teams and Committees, please refer to Annex B & C for the structure of the Center and composition of teams and committees.

Project Executive Group/Steering Committee Group

The group is responsible for making executive management decisions for the project including approval of project revisions and of the project's annual workplan. The Group will meet quarterly and will be composed of around 10 people including:

Chairman: UNDP Resident Representative/Secretary-General Council of Ministers

- Chairman of IDSC
- Deputy Assistant Foreign Minister, Director, Department of International Cooperation, MOFA
- Representative from the Ministry of International Cooperation
- Head of Center/Project Director
- Donor Representatives
- Heads of Teams
- UNDP Programme Officer
- Other persons relevant to the agenda.

IDSC will act as secretariat for the Group, being responsible for convening the meetings, preparing the agenda, overseeing preparation of materials for presentation to the meeting and for preparing and distributing minutes of the meeting. The purpose of the Steering Committee meetings is to oversee and monitor/manage the implementation of the project.

Project Assurance/Advisory Council:

The Project Assurance role will support the project by carrying out objective and independent project oversight and monitoring functions. This role of the Project Assurance ensures appropriate project management milestones are managed and completed. UNDP is responsible for designating a Programme Officer to provide this oversight, which is mandatory for all projects.

General Management Support (GMS) and Implementation Support Services (ISS)

The budget will include off the top GMS fees to UNDP in the magnitude of 5-7 %.

ISS costs will be recovered and charged the same budget line as the project input itself, based on the universal price list.

PART IV. MONITORING & EVALUATION

Results-Based project monitoring by the NPD and UNDP will be conducted through the

preparation and use of a Project Operation Plan (POP), a detailed Annual Workplan (AWP) for the project's expected five years duration, Quarterly Progress Reports, and an Annual Progress Report (APRs). The NPD is responsible for the timely submission of the mentioned documents to UNDP and the Project Executive Group. The format for these documents will be provided by UNDP. Monitoring will be assisted by a UNDP Programme Officer and the Results-Based Management (RBM) Unit.

Other sources of information for monitoring are minutes of Project Executive Group meetings as well as any project reviews and presentations. UNDP reserves the right to conduct external Project or Outcome reviews/evaluations during or following the lifetime of the project by external consultants. The project will be audited annually and the cost of the audit will be charged to the project's budget.

A Communications and Monitoring (C&M) plan must be prepared during the project's initiation process. The C&M Plan framework should describe which activities and outputs will be monitored, reviewed and evaluated, how and by whom. The plan must articulate the types of communications and associated scheduling required during the project, as well as methods of communications with stakeholders. More information on the content of this plan is to be provided by UNDP.

A mid term review and a final project review should be conducted as basis for assessing performance, contribution to related outcomes, and determining lessons for broader application. The reviews will involve all key project stakeholders and the Implementing Partner, and focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes. The review should also assess the measures needed to ensure the Center's sustainability in the future in view of its vital importance and mission. Project lessons learned should be actively captured to ensure ongoing learning and adaptation within the organization. A Project Final Report in the form of a case study should be prepared at the end of the project to foster the learning process.

PART V LEGAL CONTEXT

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of Egypt and the United Nations Development Programme, signed by the parties on January 19, 1987. The host country-implementing agency shall, for the purpose of the Standard Basic Assistance Agreement, refer to the government cooperating agency described in that agreement.

The following types of revisions may be made to this project document with the signature of the UNDP Resident Representative only, provided he or she has assured that the other signatories of the project document have no objections to the proposed changes:

- Revisions in, or additions of, any of the annexes of the project document; and
- Revisions, which do not involve significant changes in the immediate objectives, outputs or activities of the project, but are caused by the rearrangement of inputs already agreed to or by cost increases due to inflation.
- Mandatory annual revisions to re-phase the delivery of agreed project inputs or increased expert or other costs due to inflation or take into account agency expenditure flexibility.

SECTION II: PROJECT RESULTS AND RESOURCES FRAMEWORK

Intended Outcome as stated in the Country Programme Results and Resource Framework:			
Improved National Capacity to monitor poverty & and to stimulate national debates towards policy action for human development and achieving the MDGs			
Outcome indicators as stated in the Country Programme Results and Resources Framework, including baseline and targets.			
<ol style="list-style-type: none"> 1. MDG benchmarking and country reporting (social database established and updated) is enhanced 2. National Capacities strengthened to contribute to policy development (adoption and harmonization of coherent policies and/or recommendations on alternative policies; enhanced citizen participation and dialogue on the social contract) 3. Capacities and partnerships developed of local governance actors in urban/rural areas for policy formulation, service delivery and resource management (pilot social contract modality with MOSS and within two other Governorates) 			
Applicable MYFF Service Line: 1.1 MDG country reporting and poverty monitoring			
2.1 Policy support for democratic governance			
2.6 Decentralization, local governance and urban/rural development			
Partnership Strategy: Partnership between UNDP, IDSC, and Donors			
Project title and ID (ATLAS Award ID):			
Intended Outputs	Output Targets	Indicative Activities	Responsible parties
			Inputs

<p>Output 1 Strengthened capacity to follow-up on the 2005 NHDR recommendations through the established Social Contract Center</p>	<p>Basic reference document formulated on the mandate, scope, workplan, budget, monitoring and evaluation of the project \$100,000</p>	<p>Recruit Project Director and Heads of Teams Develop a conceptual framework for all stakeholders, their interrelationships, at the government, non-governmental, administrative and geographical levels based on a detailed situational analysis identifying in a participatory way the actual scope of the project, areas of intervention and how internal management will be undertaken including coordination among the different teams and with the two pilot projects (MOSS & Luxor) Recruit staff for all teams Organize a 3-4 day workshop for the Core team recruited and focal points in MOSS and in the selected two Governorates to present the situation analysis in Egypt, the latest concepts about HD and social contracts, and bring in global expertise to share knowledge on modalities and implementation methodology and any other key issues relevant for the mandate of the project Organize a two day workshop on internal and administrative issues related to the project (modalities of action, exposure to best practices...) Review the institutional set-up, structure, action plan, work processes, partners, and mandate of the pilots; MOSS and two Governorates. Establish a Social Contract Steering Committee, headed by the Secretary-General, Council of Ministers/UNDP to coordinate efforts and make the necessary inter-linkages</p>	<p>UNDP/ IDSC</p>	<p>National & International Consultants Advisors Office equipment Workshops Seminars UNDP & IDSC experts Reference Documents: EHDR CCA UNDAF PRAP National Dev. Plan</p>
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	<p>between Ministries and Governorates Develop and implement a communication and outreach strategy including roundtables, seminars, national conference etc...</p>	
<p>Communication strategy formulated to build consensus on the social contract \$ 2.9 M</p>	<p>Organize a National Seminar on the new Social Contract: Mutual Rights and Obligations recognizing all partners in society: state, private sector and CSOs. Develop a Journalist network to involve the media sector in the implementation of the social contract. Formulate and launch a social advertising campaign on the envisioned roles of the three partners in development Fill in the gaps to support the social contract outreach strategy for MOSS and for the two programmes in the Governorates</p>	
<p>Strengthened capacity to monitor and coordinate progress to achieve the MDGs by 2015 and linkages established with all line Ministries and governorates \$2.5 M</p>	<p>Initiate an assessment on government's resource allocations for achieving the MDGs and the overall effectiveness, coherence, timing and harmonization of policy decisions to achieve the MDGs Develop proper tools, modality and frequency of monitoring MDGs indicators Carry out a preliminary assessment of the different organizations involved in the achievement of the UN-MDGs in Egypt, and connect them with the Center to ensure coordination and avoid conflict and to get acquainted with their achievements instead of replicating</p>	<p>IDSC UNDP/ IDSC</p>

	<p>the work effort.</p> <p>Produce annual indicators on Egypt's performance on MDGs</p> <p>Follow up and update information needed to monitor MDGs</p>		
	<p>Discuss the biennial national budget and capacity to monitor consistency in execution</p> <p>Adopt software and conduct training on DEVINFO to compile and analyze social indicators</p> <p>Identify areas for donors' contributions and mobilization of resources</p> <p>Provide MOSS and the selected programs in the Governorates with the needed data and indicators to allow them to implement their projects</p> <p>Conduct training of trainers on qualitative and quantitative methods of research including participatory methods, focus groups, human-rights based approach to development, gender mainstreaming, conflict lens analysis, conflict resolution and others (for CSOs and for government staff, especially in relation to the two pilot projects)</p>	<p>Enhanced capacity for social data collection and non-traditional methods of fieldwork to capture the voices of the citizens and adopt pro-poor policies \$2 M</p>	
	<p>Incorporate social contract as national initiative in national budgeting (pro-poor budgeting)</p> <p>Monitor the recommendations of the NHDRs and</p>	<p>Adoption and harmonization of coherent policies and/or provision of</p>	

<p>alternative policies \$2.5 M</p>	<p>GHDRs and other relevant development reports</p> <p>Conduct studies, with clear goals, on how best to implement policies and interventions in relation to the social contract</p> <p>Initiate an exercise to analyze work processes in Ministries/Governorates, starting with the pilots, to assess the integration of the social contract philosophy in day-to-day work and review the institutional structure to assess their capability in formulating responsive policies</p> <p>Introduce concept of poverty impact assessment of certain envisaged legislation and policy measures</p> <p>Commission specific opinion polls and public policy dialogues to stir discussions and make indicative policy changes (pilot in MOSS and in program in two Governorates)</p> <p>Conduct studies, in cooperation with the academic sector, to set clear goals, on how best to implement policies and interventions in relation to the social contract.</p> <p>Review legislative policies to ensure democracy, political participation and rule of law</p> <p>Mainstream environment into national policies and integrate National Environmental Action Plan (NEAP) into National Development Plans</p>	
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SECTION III BUDGET

The preliminary budget for the project (in US dollars):

Government	1M
UNDP	1M
Donor	8M
Total	10M

Schedule of Payments

Due Date	Amount in US \$
Total	

Approximated Budget 2006-2009

Social Contract Center Budget in US\$

Budget Description	Budg. Code	2007	2008	2009
Activity 1: Research Monitoring and Coordination				
Contractual Services	72100	110,000	110,000	110,000
Local Consultants	71300	40000	40000	10000
International Consultants	71200	30000	30000	10000
Hospitality Special Events	72700	70000	70000	70000
Comm. & Audio visual Equip.	72400	15000	15000	15000
IT Equip	72800	70000	70000	20000
Activity 2: Outreach and Capacity				
Contractual Services	72100	60000	60000	60000
Local Consultants	71300	20000	20000	20000
International Consultants	71200	20000	20000	20000
Hospitality Special Events	72700	50,000	50,000	50,000
Audi visual and Print Prod.				
Cost	74200	25,000	25,000	25,000
Comm. & Audio visual Equip.	72400	10000	10000	10000
IT Equip	72800	30000	30000	30000
Activity 3: Support to Effective Policies				
Contractual Services	72100	60000	60000	60000
Local Consultants	71300	30000	30000	30000
International Consultants	71200	30000	30000	30000
IT Equip	72800	30000	30000	30000
Total		700,000	700,000	600,000
Grand Total			2000000	

ANNUAL WORK PLAN (AWP)

Project Number: 00053972

Project Title: "Social Contract, Advisory, Monitoring, and Coordination Center"

Year:

MYFF Goal:

Achieving the MDG's and reducing human poverty

MYFF Service Line:

- 1.1 MDG country reporting and poverty monitoring
- 2.1 Policy support for democratic governance
- 2.6 Decentralization, local governance and urban/ rural development

MYFF Core Result:

A Social Contract Advisory, Monitoring and Coordination Center established in IDSC

MYFF Outcome:

Improve national capacity to monitor poverty and to stimulate national debates towards policy action for human development and achieving the MDGs.

	Indicator	Targets				Res. Person/ Unit	Actual Imp.				Budget		Targets Met	Comments	
		Q1 2007	Q2 2007	Q3 2007	Q4 2007		Q1	Q2	Q3	Q4	Planned	Actual			
<p>Output 1: Strengthened capacity to follow-up on the 2005 NHDR recommendations through the established Social Contract Center</p>	<ul style="list-style-type: none"> • Project team recruited and roles delineated. • Basic reference document formulated on the mandate, scope, work plan, budget, monitoring, and evaluation of the 	<ul style="list-style-type: none"> • Recruit Project Director, Heads of teams, and staff • Establishment of a Steering Committee • Develop a 	<ul style="list-style-type: none"> • Launch a social advertising campaign • Build the capacity of the pilot projects • Initiate an assessment 	<ul style="list-style-type: none"> • Incorporate social contract as national initiative in national budgeting • Conduct studies on policy 	<ul style="list-style-type: none"> • Production of annual indicators on Egypt's performance on MDGs • Introduce concept of poverty impact 	<ul style="list-style-type: none"> • UNDP • IDSC • National Project Director 									

Project	Indicator	Targets				Res. Person/ Unit	Actual Imp.				Budget	Targets Met	Comments	
		Q1	Q2	Q3	Q4		Q1	Q2	Q3	Q4				
<ul style="list-style-type: none"> Communication strategy formulated to build consensus on the social contract Strengthened capacity to monitor and coordinate progress to achieve the MDGs by 2015 and linkages established with all line Ministries and governorates 	<ul style="list-style-type: none"> Enhanced Capacity for social data collection and non-traditional methods of fieldwork to adopt pro-poor policies Adoption and harmonization of coherent policies and/or provision of alternative policies 	<ul style="list-style-type: none"> conceptual framework for all stakeholders Organize a workshop for the Core team recruited and focal points 	<ul style="list-style-type: none"> on government's resource allocations Adopt software and conduct training on DEVINFO Conduct training of trainers 	<ul style="list-style-type: none"> implementations and intervention Analyze work processes in Ministries and governorates 	assessment									

Activity	Indicator	Targets				Res. Person/ Unit	Actual Imp.				Budget	Targets Met	Comments				
		Q2	Q3	Q4	Q1		Q2	Q3	Q4	Q1				Planned	Actual		
Activity 1.1 Recruitment of National Project Director	<ul style="list-style-type: none"> • Selection of Project Director made on a competitive basis with consensus between all project stakeholders • Meetings held between UNDP Project Director to establish a working relationship and agree on broad outline of project 	Project Director selected and functioning	Heads of teams and staff selected and functioning														
Activity 1.2 Establish a Social Contract steering committee	<ul style="list-style-type: none"> • Social contract committee established, headed by the Secretary-General, Council of Ministries/UNDP to coordinate efforts to make the necessary inter-linkages between Ministries and Governorates 	Steering committee members selected and functioning															
Activity 1.3 Develop a conceptual framework for all stakeholders	<ul style="list-style-type: none"> • Develop a conceptual framework for all stakeholders, their interrelationships, at the government, 	<ul style="list-style-type: none"> • Conceptual framework developed • Identified areas of intervention, 	Coordinated between all organizations involved in the achievement of MDGs to														

<p>Activity 1.4 Organize Workshops for Core team recruited and focal points</p>	<p>non-government, administrative and geographical levels based on situational analysis</p> <ul style="list-style-type: none"> Carry out preliminary assessment of the different organizations involved in the achievement of MDGs and place them under the framework of IDSC 	<p>and how internal management will be undertaken including coordination among the different teams and the two pilot projects</p>	<p>avoid conflict and replication of the work effort</p>							
	<ul style="list-style-type: none"> Organize workshops to present the situation analysis in Egypt, the latest concepts about HD and social contracts, modalities and implementation methodologies and other key issues relevant to the mandate of the project 	<p>Organize a 3-4 day workshop for the Core team recruited and bring in local expertise to share knowledge</p> <p>Organize a two day workshop on internal and administrative issues related to the project (modalities of action, exposure to best practices)</p>				<ul style="list-style-type: none"> • IDSC • UNDP 				

Activity	Indicator	Targets	Res. Person/ Unit	Actual Imp.				Budget		Targets Met	Comments
				Q1	Q2	Q3	Q4	Planned	Actual		
Activity 1.5 Launch a social advertising campaign	<ul style="list-style-type: none"> Formulate and launch a social advertising campaign on the envisioned roles of the three partners in development Organize a National Seminar on the new social contract: Mutual Rights and obligations recognizing all partners in society: state, private sector and CSOs Develop a Journalist network to involve the media sector in the implementation of the social contract 	<p>National seminar organized for the State, private sector and CSOs</p>	UNDP IDSC								
Activity 1.6 Build the capacity of the pilot projects at Ministry and Governorate Levels	<ul style="list-style-type: none"> Build the capacity of the pilot projects in developing their own social contract outreach strategy 	<p>Developed the capacity of pilot projects in building their own outreach strategy</p>	<ul style="list-style-type: none"> IDSC UNDP 								

<p>Activity 1.7 Initiate an assessment on government's resource allocations for achieving the MDGs</p>	<ul style="list-style-type: none"> Initiate an assessment on government's resource allocations for achieving the MDGs on the overall effectiveness, coherence, timing and harmonization of policy decisions to achieve the MDGs 	<p>Assessment initiated on government's resource allocations Report prepared with the results</p>		<ul style="list-style-type: none"> IDSC UNDP 						
<p>Activity 1.8 Adopt software and conduct training on DEVINFO</p>	<p>Adopt software and conduct training on DEVINFO to compile and analyze social indicators.</p>	<p>Software adopted Training conducted</p>		<ul style="list-style-type: none"> IDSC UNDP 						
<p>Activity 1.9 Conduct training of trainers</p>	<p>Conduct training of trainers on qualitative and quantitative methods of research including participatory methods, focus groups, human-rights based approach to development, gender mainstreaming, conflict lens analysis, conflict resolutions and</p>	<p>Training conducted for CSOs and government staff, especially in relation to the two pilot projects.</p>		<ul style="list-style-type: none"> IDSC UNDP 						

<p>Activity 1.12 Analyze work processes in Ministries and governorates</p>	<p>Initiate an exercise to analyze work processes in Ministries/ Governorates, starting with the pilot projects, to assess the integration of the social contract philosophy in day-to-day work and review the institutional structure to assess their capability in formulating responsive policies</p>					<ul style="list-style-type: none"> • IDSC • UNDP 	
<p>Activity 1.13 Produce an annual report on MDGs</p>	<p>Develop proper tools, modality and frequency of monitoring MDGs indicators Follow up and update information needed to monitor MDGs Produce an annual report on MDGs</p>	<p>Tools developed and defined Information Updated Annual report produced</p>				<ul style="list-style-type: none"> • IDSC • UNDP • Ministry of Local Planning 	
<p>Activity 1.14 Introduce concept of poverty impact assessment</p>	<p>Introduce the concept of poverty impact assessment of certain envisaged legislation and policy measures</p>					<ul style="list-style-type: none"> • IDSC • UNDP 	

Annex A: Terms of Reference of National Project Director/Head of Center

Position title: National Project Director

Duration of Employment: 2007-2008

Duty Station: Cairo

Overall responsibilities

The National Project Director (NPD) is the executive director of the project and bears the responsibility for ensuring that all works remain consistent with the project objective. The NPD will serve on a full-time basis and will be committed to the day-to-day management of the project and for the successful implementation of all project activities.

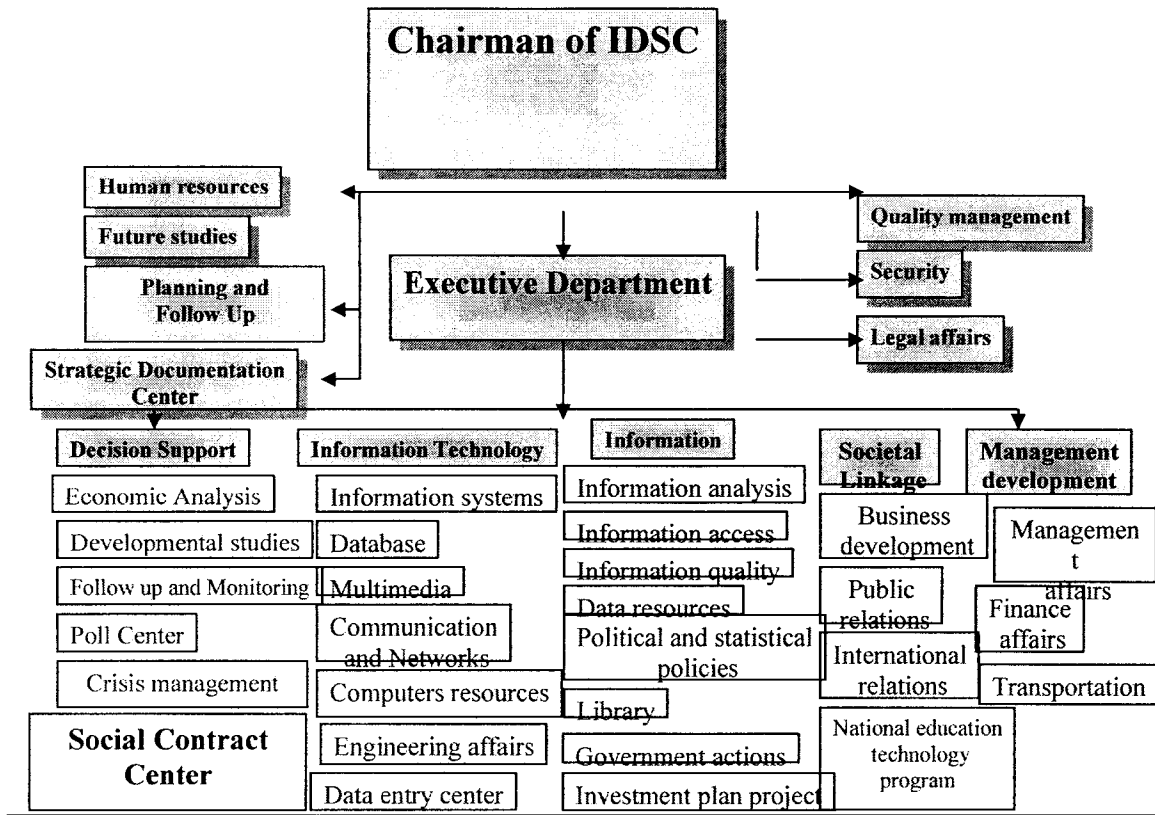
Technical and managerial responsibilities

- Report directly to the Chairman of IDSC;
- Provide technical leadership for project activities;
- In collaboration with IDSC and UNDP, draft TORs for and identify national experts to be hired for the execution of the project;
- Draft and manage project budget, staffing, and procurement plan;
- Manage, design and follow-up on the project's workplan and budget;
- Lead project teams and manage day-to-day project activities;
- Prepare detailed work plans and project evaluation benchmarks;
- Overall management and planning of the execution of project activities;
- Preparing annual project work plans and budget;
- Approve all staff assignment and consulting agreements; and
- Prepare Annual and Periodical Performance Reviews/Reports.

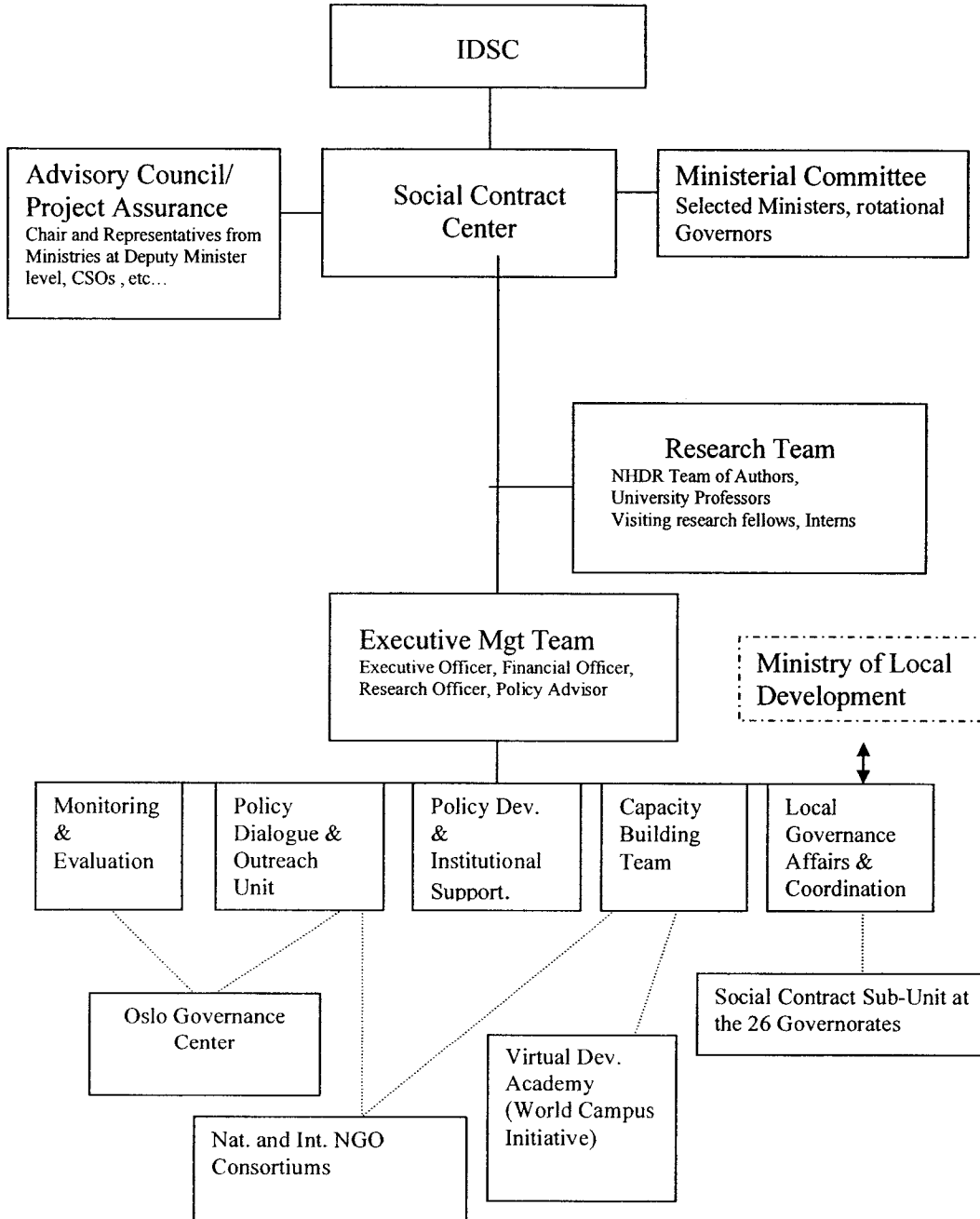
Qualifications

- Ph.D. /M.A. in Social Sciences or related disciplines with at least 10 years experience.
- Excellent oral and written skills in English and Arabic.
- Experience in Project Management.
- Very good communication skills.
- Familiar with the MDGs and reporting process.

Annex B: Organigram for IDSC



Structure of Social Contract Center



** The collaboration and engagement of CSOs in the work of these teams is necessary*

Annex C: Composition of Teams & Committees

Ministerial Committee

The Committee will meet every 6 months to review progress and present a Progress Report to the Prime Minister.

The Committee will include:

Minister of Social Solidarity
Minister of Economic Development
Minister of Finance
Minister of Local Development
Minister of Administrative Development
Minister of Foreign Affairs
Minister of International Cooperation
Three Rotating Governors
UNDP
Representatives from CSOs

Advisory Council/Assurance Group

This will include Representatives from Ministries at Deputy Minister Level, concerned staff at IDSC, Representatives from Parliament, private sector, CSOs, opposition parties, rotational donors, and UNDP. The group will meet every 3 months and will provide overall guidance and advice to the project. The Council will prepare the list of issues to be discussed at the Ministerial Committee.

The Social Contract Center will be comprised of the following 7 Teams:

1. Research Team

The team will include the NHDR Team of authors, University Professors, visiting Research Fellows and Interns who will present their findings to the Advisory Council and to the Project Executive Group and Steering Committee.

2. Executive Management Team (4-5 people)

The team will be headed by the NPD and will include the Executive Officer, Financial Officer, Research Officer and Policy Advisor. This team is responsible for providing administrative, financial and logistical support related to the project including a Project Management Unit (PSU) headed by an Accountant to oversee operational and administrative matters.

3. Monitoring and Evaluation Team (1-2 core people)

The team will liaise with other units in IDSC to ensure that the required data is available for the work of the Center. This data will help the Center to monitor indicators related to the progress made on the MDG action plan.

4. Policy Dialogue and Outreach Team (3-4 people)

The Team will be responsible for the following activities:

- a) Plan and implement a National Tripartite Dialogue on the social contract at the national and local levels.
- b) Preparing a Communication and Outreach Strategy, using non-traditional media tools and building a social contract network of journalists and implementing various activities of the Strategy.
- c) Organizing capacity building workshops on the meanings and implications of the social contract for the various stakeholders including Ministry's staff, CSOs, private sector working in development and local councils.

The team will be comprised of approximately 4 people with different backgrounds including areas such as Communication for Development, Local Development, Communication and Media, and Capacity building and training.

5. Policy Development and Institutional Support (2-3 people)

- a) Provide policy advice, in line with the work of the Center, to Ministries and other government entities
- b) Liaise and provide support to pilot projects: the project with the Ministry of Social Solidarity and two other projects in two Governorates, as pilot projects testing the social contract modality.
- c) Monitor and coordinate to ensure the integration of the MDGs and the social contract vision in the Government's programme and ensure the coherence and harmonization of policies and/or provide alternative policies, when necessary.

The team will be comprised of a governance specialist, Macro-economist, and Poverty Specialist. One of which can be the head of the team. This team is responsible to sub-contract/hire short-term experts/consultants to conduct specific assignments and will also work in close consultation with the team of authors of the 2005 NHDR.

6. Capacity Building Team (2-3 people)

This team will be responsible for conducting relevant training for the relevant staff at the Ministries (starting with the pilot Ministry).

7. Local Governance Affairs and Coordination (1-2 people)

The team will be responsible to coordinate with IDSC's technical units at the local level in the 26 Governorates and with the Ministry of Local Development.