

C-267087 227/c

PROJECT MANAGEMENT UNIT  
GNCTD-UNDP PROJECT  
DEPARTMENT OF ADMINISTRATIVE REFORMS  
GOVERNMENT OF NCT OF DELHI

Vikas Bhawan -2, 1st Floor, 'C' Block, 'E' Wing, Upper Bela Road, Civil Lines, Delhi - 54

Sub:- Revised Annual Work Plan-2011 | 782

Please find attached herewith original copy of revised AWP-2011, which is signed by SPD/Pr. Secretary, AR Deptt., to be followed by signature of UNDP.

|  |    |    |     |     |    |
|--|----|----|-----|-----|----|
| United Nations<br>Development Programme<br>New Delhi-INDIA |    |    |     |     |    |
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Shodhi  
23/9/11

(Shyami Sodhi)  
SPC

No. 196/MD/SSS/UNDP-CCT/09-10/PART-II/ 782

Dated : 26/9/11

✓ Ms. Shefali Misra  
Programme Analyst  
UNDP  
55, Lodhi Estate, N.Delhi



**United Nations Development Programme- INDIA**  
**CPAP 2008-2012**  
**Revised Annual Work Plan 2011 (January - December)**

Project Title: Innovation Support for Social Protection

Award ID: 00049804

Project ID: 00074948

Project Start and end date: October, 2009 to December 31<sup>st</sup>, 2011

**Corresponding CP Outcome(s):** Improved effectiveness of poverty reduction and livelihood promotion programmes in disadvantaged regions and for inclusion of poor women and men from SC and ST groups, minorities and displaced.

**Corresponding Output(s):** The poor, the vulnerable, and the weaker sections in the select locations benefit from the cash transfer programme and its linkages with the on-going livelihood programmes.

**Project RESULTS** description as outlined in approved project brief:

| Project Outputs  | Indicators  | Baseline/Target  |
|--|---|--|
| Output 1: Identification, prioritization, targeting and indexing of the target population as well as design and management of Cash Transfer (both conditional and unconditional) interventions are strengthened and institutionalized.   | By EOY <sup>1</sup> the cash transfer framework (conditional/unconditional) for social protection is established.   | Baseline: 0 (Jan-2011)<br>Target: Vulnerability Index is finalised. Select locations and beneficiaries are identified and brought into the programme (Sep-11)  |
| Output 2: Public expenditure in Social sectors and household consumption expenditure are reviewed and CCT transfer amounts determined.   | BY EOY CCT target amount determined from current government expenditure review and household consumption expenditure.                                       | Baseline: 0 (Jan-2011)<br>Target : PER- 1, (Feb-2011)<br>Proposal for CCT target amount and budget- 1 (Mar-2011)   |
| Output 3: Proposals for<br>(a) introducing administrative reforms needed to facilitate CCT implementation,<br>(b) introduction of conditionality (including exit criteria) and<br>(c) Addressing supply side gaps issues, with specific focus on health and education sectors are developed and implemented. | By EOY CCT pilot rolled out in selected geographical locations.<br><br>By EOY the requisite institutional arrangements that impact on CCT are put in place. | Baseline: 0 (Jan-2011)<br>Target : Implementation plan developed-1, (Mar-2011)<br>Social Protection strategy note-1 (Aug- 2011)<br><br>Baseline: 0 (Jan-2011)<br>Target : Proposal for required institutional arrangements-1 (Feb- 2011) |
| Output 4: An M&E framework for project is developed and operationalised  | Operational IT and MIS linkages are developed, which directly interface with Mission Convergence MIS  | Baseline: 0 (Jan-2011)<br>Target :<br>MIS-1, (Oct-2011)  |

<sup>1</sup> EOY refers to End of the Year.

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|   | systems.<br>Monitoring and Evaluation system is in place.                                   | M&E framework -1, (Oct-2011)<br>FDI-1, (May-2011)<br>Compliance monitoring cell -1 (Nov-2011)<br>Lessons learnt document-1 (Dec-2011).                |
| Output 5: An IEC (Information, Education & Communication) strategy for the project and stakeholders is developed and implemented with specific attention to promoting transparency and accountability mechanisms. | By EOY an IEC Strategy which meets the information needs of CCT stakeholders is rolled out. | Baseline: 0(Jan-2011)<br>Target :<br>IEC strategy document-1, (Aug-2011)<br>Advocacy events - 2, (Dec-2011)<br>Helpdesk- 1 (Dec- 2011)                |
| Output 6: Implementation of supplementary livelihood activities are facilitated   | By EOY the beneficiaries have access to the livelihoods support activities identified       | Baseline: Existing livelihoods Schemes of GNCTD analysed (Jan-2011)<br>Target: Livelihoods linkages established for the target group. (December 2011) |

**Project and AWP 2011 BUDGET:**

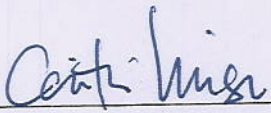
| UNDP funds                                  | Government funds | Donor funds | Total                                       |
|---|------------------|-------------|---|
| USD 1,000,000 (for entire project duration) |                  | -           | USD 1,000,000 (for entire project duration) |
| USD 410,916 (for 2011)                      | -                | -           | USD 410,916 (for 2011)                      |
| USD 303,507.11 (Expenditure in 2010)        |                  |             | USD 303,507.11 (Expenditure in 2010)        |
| USD 8,716 (Expenditure in 2009)             | -                | -           | USD 8,716 (Expenditure in 2009)             |

\* Amount Calculated = (1 USD = 44.45 INR, dated 11.07.11)

Agreed by (Implementing Partner):



Agreed by UNDP:



**Caitlin Wiesen**  
UNDP Country Director

10 Oct. 2011

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Annual Work Plan(AWP) for the Year 2011 of project GNCTD-UNDP 'Innovation Support for Social Protection'

| S. No | Project Targets for 2011   | Planned Activities   | Indicative month of completion | Responsible Party                       | Budget (Rs) | Budget USD |
|-------|--|--|--------------------------------|---|-------------|------------|
| 1     | Output 1: Identification, prioritization, targeting and indexing of the target population as well as design and management of Cash Transfer (both conditional and unconditional) interventions are strengthened and institutionalized. | SUB TOTAL (A)  |                                |   | 58,85,140   | 132399     |
| 1.1   | Target 1.1 Strengthening and institutionalization of Cash Transfer design  | a) Finalisation of Research design, Family Vulnerability Index (FVI), Inclusion and exclusion criteria for target group etc                        | Feb-11                         | Resource Agency - IDF                   | 9,60,000    | 21597      |
|       |  | b) Recommendation note for Rationalisation and integration of plan schemes to GNCTD for consideration  | Feb-11                         | Resource Agency - IDF/PMU <sup>2</sup>  | 0           |            |
|       |  | c) Finalisation of project design and Implementation Plan for Cash Transfer  | Feb-11                         | Resource Agency- IDF                    | 0           |            |
|       |  | d) Pilot on unconditional cash transfer in lieu of the government PDS at Raghbir Nagar (Cash Transfer to be initiated to the target beneficiaries. | Dec-11                         | Resource Agency - SEWA                  | 6,00,423    | 13508      |
|       |  | e) Administrative support to initiation process and launching of 3 more pilots of cash in lieu of PDS ration.                                      | Dec -11                        | Resource Agency                         | 10,00,000   | 22497      |
|       |  | f) Completion of Homeless survey work, its further processing and submission of final analytical report for consideration                          | Aug-11                         | Resource Agency - St. Stephens Hospital | 6,80,457    | 15308      |

<sup>2</sup> PMU refers to the Project Management Unit located at GNCTD.

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|     |   | <p><sup>3</sup>g) Finalisation of list of [CCT] target beneficiaries for the project based on agreed criteria in Activity 1.1 a.</p> <p>This will involve processes such as list generation from the vulnerability database, verification of households by GRCs, purchase of required equipments for collection of data on BMI, Blood samples etc, data analysis etc.</p> | Sep -11    | PMU/GNCTD   | 8,44,260 <sup>4</sup> | 18993 |
|     |   | h) A workshop for stakeholders inputs on the proposed FVI and implementation Plan   | Jan-11     | PMU/GNCTD   | 6,00,000              | 13498 |
|     |   | i) Benchmark study of the target group <sup>5</sup>   | July-11    | PMU/GNCTD   | 10,00,000             | 22497 |
|     |   | j) Development of FDI   | May-11     | PMU/Experts | 0                     |       |
|     |   | k) Technical reviews, finalisation of proposals, follow up activities   | Jan-Dec-11 | PMU/Experts | 0                     |       |
| 1.2 | Target 1.2 Identification of geographical locations for Cash Transfer (Conditional/Unconditional)                                     | a) Finalisation of geographical locations with size of targeted group for each location for cash transfers <sup>6</sup>   | July-11    | PMU/GNCTD   | 2,00,000              | 4500  |
| 2   | Output 2: Public expenditure in Social sectors and household consumption expenditure are reviewed and CCT transfer amounts determined | SUB TOTAL (B)   |            |             | 9,50,000              | 21372 |


<sup>3</sup> This is a new activity, for which in addition to Rs. 8,44,260 which has been kept, additional funds of Rs.24,00,000 have been allocated and transferred from the following activities:

1. Original AWP 2011 target 1.1 (h) = Rs.10L [Target 1.1 (i) of the revised AWP 2011]
2. Original AWP 2011 target 1.2 (a) = Rs.2L [Target 1.2 (a) of the revised AWP 2011]
3. Original AWP 2011 target 3.1 (d) = Rs.5L [Target 3.1 (e) of the revised AWP 2011]
4. Original AWP 2011 target 3.2 (a) = Rs.2L [Target 3.2 (a) of the revised AWP 2011]
5. Original AWP 2011 target 4.1 (c) = Rs.4L [Target 4.1 (c) of the revised AWP 2011]
6. Original AWP 2011 target 4.1 (d) = Rs.1L [Target 4.1 (d) of the revised AWP 2011]

<sup>4</sup> The cost includes: Rs. 16,10,738 towards total Remuneration Cost for filling up of forms (64430 HH x 25 Rs); Rs. 3,22,148 towards Scrutiny Collection Cost of coordinators (@Rs 5 per form); Rs. 3,22,148 towards Cost of data entry @ Rs 5 per form (64430 x 5); Rs. 6,44,295 towards cost of printing of questionnaire @ 10 Rs per form(64430x10); Rs. 50,000 towards Transportation Expenses (lump sum); Rs. 2,94,933 towards Miscellaneous/ Contingency Expenses@10% of total Cost (2949328 X 10%).

<sup>5</sup> It has been decided not to undertake a separate benchmark study but to integrate the same with Target 1.1, Activity g. Hence the entire budget provisioned for this activity i.e Rs. 10 Lakhs has been allocated to Target 1.1, Activity g.

<sup>6</sup> Rs. 2 Lakhs from this activity has been allocated to Target 1.1. Activity (g)



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|-----|--|---|------------|--------------------------------|------------------|--------------|
| 2.1 | <b>Target 2.1</b> Finalisation of Administrative and Public Expenditure Reforms Committee report   | a) Recommendations of Administrative and Public Expenditures Reforms Committee to be integrated within the implementation plan                  | Feb-11     | PMU/<br>Resource<br>Agency-IDF | 50,000           | 1125         |
| 2.2 | <b>Target 2.2</b> CCT transfer amounts are determined from Public Expenditure Review(PER) and household consumption expenditure review   | a) Note on the CCT transfer amount  | Feb-11     | Resource<br>Agency - IDF       | 0                |              |
|     |  | b) Finalisation of the CCT transfer amount and making the required budgetary provisions for the transfer.                                       | Feb-11     | PMU/GNCTD                      | 0                |              |
|     |  | c) Technical reviews, finalisation of proposals, follow up activities   | Jan-Dec-11 | PMU/Experts                    | 9,00,000         | 20247        |
| 3   | <b>Output 3:</b> Proposals for (a) introducing administrative reforms needed to facilitate CCT implementation, (b) introduction of conditionality (including exit criteria) and c) addressing supply side gaps issues, with specific focus on health and education sectors, are developed and implemented. | <b>SUB TOTAL (C)</b>  |            |                                | <b>22,00,000</b> | <b>49495</b> |
| 3.1 | <b>Target 3.1</b> Roll out of CCT pilot in selected geographical locations   | a) Detailed Project Implementation Plan finalised and approved  | Aug-11     | PMU/GNCTD                      | 0                |              |
|     |  | b) Determination of vulnerability score of the identified households and calculation of household/individual beneficiary specific cash benefits | Oct - 11   | Resource<br>Agency             | 0 <sup>7</sup>   |              |
|     |  | c) Mechanisms for Cash Transfer finalised   | Sep-11     | PMU/GNCTD                      | 0                |              |

<sup>7</sup> This activity will be undertaken by the Resource Agency to be hired for the M&E and other activities as mentioned in Output 4 and this so within the limits of the budget as given in Output 4.

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|     |  | d) Transfer of funds to the beneficiaries   | Nov -11     | GNCTD                            | 0 <sup>8</sup> |       |
|     |  | e) Policy and programme implementation support <sup>9</sup>   | Jan-Dec-11  | PMU/Experts                      | 19,50,000      | 43870 |
| 3.2 | Target 3.2 Supply side issues are identified and addressed                         | a) SWOT Analysis to be completed for Supply side constraints. Items of enquiry to be added up to the questionnaire to be used for verification of potentially eligible households in the identified geographical locations. <sup>10</sup> | July -11    | GNCTD-UNDP/Resource Agency - TBI | 2,00,000       | 4500  |
| 3.3 | Target 3.3 Support provided to GNCTD on a comprehensive Social protection Strategy | a) Development of the Social Protection Policy note   | May-11      | PMU                              | 0              |       |
|     |  | b) Development and finalisation of the Social protection framework, Act for GNCTD including measures such as social insurance.  | July-Aug-11 | PMU/GNCTD                        | 50,000         | 1125  |
| 4   | Output 4: An M&E framework for project is developed and operationalised.           | <b>SUB TOTAL (D)</b>  |             |                                  | 20,50,000      | 46121 |
| 4.1 | Target 4.1 Development and implementation of M & E framework for CCT pilot         | a) An M & E framework is developed and rolled out   | Oct.-11     | PMU/Resource Agency/SSS          | 50,000         | 1125  |
|     |  | b) The Management Information System (MIS) is formulated and integrated with the Mission Convergence MIS "platform."  | Oct-11      | PMU/Resource Agency/SSS          | 2,00,000       | 4500  |
|     |  | c) Establishment of compliance and monitoring cell & Grievance Redressal System Cell <sup>11</sup>  | Nov -11     | PMU/Resource Agency - TBI        | 7,00,000       | 15748 |

<sup>8</sup>Resources for cash transfer to come from GNCTD

<sup>9</sup> Rs. 5 lakhs from this activity has been allocated to Target 1.1. Activity (g)

<sup>10</sup> Rs. 2 lakhs from this activity has been allocated to Target 1.1. Activity (g)

<sup>11</sup> Rs. 4 lakhs Rs. from this activity has been allocated to Target 1.1. Activity (g)

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|     |   | d) Commencement of operationalisation of FDI <sup>12</sup>   | Dec -11    | PMU/Resource Agency - TBI | 1,00,000         | 2250         |
|     |   | e) Process and lessons learning workshop and/or documentation  | Dec -11    | PMU/Resource Agency - TBI | 2,00,000         | 4500         |
|     |   | f) Regular coordination, monitoring and evaluation and strengthening linkages between stakeholders and government.   | Jan-Dec-11 | PMU/Experts               | 8,00,000         | 17998        |
| 5   | <b>Output 5: An IEC (Information, Education &amp; Communication) strategy for the project and stakeholders is developed and implemented with specific attention to promoting transparency and accountability mechanisms</b> | <b>SUB TOTAL (E)</b>   |            |                           | <b>18,50,000</b> | <b>41620</b> |
| 5.1 | <b>Target 5.1 Design and roll out an IEC strategy using the Mission Convergence platform</b>  | a) The IEC strategy is formulated  | Aug -11    | PMU/Resource Agency - TBI | 3,50,000         | 7874         |
|     |   | b) IEC strategy is approved and rolled out. This will include activities on Information dissemination/ awareness through effective communication/ community mobilisation | Aug -11    | PMU/Resource Agency - TBI | 10,00,000        | 22497        |
|     |   | c) At least 2 advocacy events are held   | Dec-11     | PMU/GNCTD                 | 3,00,000         | 6749         |
| 5.2 | <b>Target 5.2 Setting up of Grievance redressal system</b>  | a) Helpdesk operationalised  | Nov -11    | PMU/Experts/ SSS/ GRCs    | 2,00,000         | 4500         |
| 6   | <b>Output 6: Implementation of supplementary livelihood activities are</b>  | <b>SUB TOTAL (F)</b>   |            |                           | <b>19,00,000</b> | <b>42744</b> |

<sup>12</sup> Rs. 1 lakh from this activity has been allocated to Target 1.1. Activity (g)

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|-----|---|--|-------------|-------------|-----------|--------|
|     | facilitated   |  |             |             |           |        |
|     | Target 6.1 Access to livelihoods support activities provided to the target beneficiaries. | a) Technical Support provided to SJSRY scheme  | Dec-11      | PMU         | 0         |        |
|     |   | b) Providing livelihood support services to the target group.  | Dec -11     | PMU         | 10,00,000 | 22497  |
|     |   | c)Facilitation of Linkage with Skilled Training Agencies/ Programs   | Jan-Dec-11  | PMU/Experts | 9,00,000  | 20247  |
|     |   |  |             |             |           |        |
| 7   | Output 7: Project Monitoring, evaluation & capacity Development                           | SUB TOTAL (G)  |             |             | 34,30,000 | 77165  |
| 7.1 | Target 7.1 Technical and Capacity Development Support/Admin Support                       | a) Project Management (including salaries of project administrative staff, purchase of equipment for operation of the Programme Management Team in District East, capacity development etc.) | Dec-11      | GNCTD-UNDP  | 18,00,000 | 40495  |
| 7.2 | Target 7.2 Annual and terminal audits   | a) Annual audits for 2011  | AWP 2012    | UNDP        | 80,000    | 1799   |
| 7.3 | Target 7.3 Meetings, consultations and workshops  | a) Meetings, workshops, Miscellaneous office expenses - sundries including office stationery and local travel (taxi), office maintenance etc.  | As Required | PMU/UNDP    | 13,00,000 | 29246  |
| 7.4 | Target 7.4 Documentation and Communication  | a) Documentation and communication (1% amount of total project budget) USD 6,000 deducted in 2010. USD 3,000 is provisioned for 2011   | As Required | UNDP        | 1,50,000  | 3375   |
| 7.5 | Target 7.5 Implementation and Support Services  | a) Implementation support services are provided by UNDP  | As Required | UNDP        | 1,00,000  | 2250   |
|     | GRAND TOTAL   | SUB TOTAL(A+B+C+D+E+F+G)   |             |             | 18265140  | 410916 |

\* Management Arrangements: Advances will be made to implementing partner, Administrative Reforms Department, Government of National Capital of Delhi who in turn will submit FACE form on a quarterly basis. A separate bank account NO: 91042140000265, Name: SamajikSuvidhaSamgam (CCT Project of UNDP GNCTD) has been opened at Syndicate Bank in this regard.

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