



PROJECT DOCUMENT
JORDAN

Project Title: Joint Initiative to Capacitate the Jordanian Department of Statistics in Tracking the Sustainable Development Goals' Data, Information Production and Reporting.

Project Number:

Implementing Partner: Department of Statistics, Ministry of Planning and International Cooperation and Relevant Line-Ministries

Start Date: October 2019

End Date: September 2021

Brief Description
<p>Jordan was one of the first countries globally, as well as in the Arab Region, to take action on the Millennium Declaration. Overall, from 2001 – 2011, Jordan made strong progress towards the Millennium Development Goals (MDGs), especially in the areas of poverty eradication, maternal and child health, communicable diseases, universal primary education, and environmental sustainability. Since the outbreak of large-scale conflicts in neighbouring countries, Jordan has taken a leading role in hosting large numbers of refugees. However, even with sustained international support, progress in these areas slowed under the added stress of the global economic slow-down and continuing refugee flows. Given the protracted nature of the regional conflicts, Jordan and its partner international actors now face the challenge of shifting from crisis response status-based interventions to a broader, vulnerability-based developmental approach to address the needs of all its residents.</p> <p>In order to analyse, track and measure the current status and progress against national sustainable development. The project aims to support the Department of Statistics (DOS) to further develop its capacities in data collection, tabulation and analysis.</p> <p>Therefore, the objectives of this project are, 1) developing the technical along with the humanitarian capacities of the Department of Statistics (DOS) in order to become an up to date data repository with high analytical skills, 2) developing the relevant ministries capacities to be able to identify data needs for national planning and reporting 3) establish structured data flow channel between DOS and line ministries 4) have the necessary data and skills to report on Jordan's contribution to achieve the SDGs .</p>

Contributing Outcome (UNDAF/CPD, RPD or GPD): UNSDF Strategic Priority 1: Institutions in Jordan at national and local levels are more responsive, inclusive, accountable, transparent and resilient Indicative Output(s):	Total resources required:	
	Total resources allocated:	UNDP: USD 300,000.00
		Donor:
		Donor:
		Government:
In-Kind:		
Unfunded:		

Agreed by (signatures):

Government	UNDP	Implementing Partner
Minister of Planning and International Cooperation	Resident Representative	Director General, Department of Statistics
Print Name:	Print Name: Sara Ferrer Olivella	Print Name:
Date:	Date: 5/10/2019	Date:

I. DEVELOPMENT CHALLENGE

In 2015 all UN member states adopted the 2030 Agenda for sustainable development. The agenda includes a result framework with 17 Sustainable Development Goals (SDGs) and 169 targets across three dimensions of sustainable development: economic development, social inclusion, and environmental sustainability. The implementation of the 2030 Agenda carries significant challenges especially in the areas of data collection, information sharing methods and development progress monitoring and evaluation. In 2017 the Government of Jordan presented its first Voluntary National Review (VNR) where it stated under *“the capacity development gaps and needs including science and technology gaps”* section; *“the need for the robust capacity development approach is needed to insure an effective and efficient implementation of the SDGs”*¹. It highlighted the importance to build the capacity in a number of areas specifically the capacities of the National Statistical System; coordination mechanisms; and monitoring and evaluation systems. Non-the-less, during the 2018 Sustainable Development Transition Forum, which was held on 31st October 2018 Jordan, in addition to many other members, stated that many challenges persist including strengthening the statistics offices through capacity building, improving data quality and reliability.

The drafting process of Jordan’s 2017 VNR indicated that the Department of Statistics needs to move towards Administrative Data collection, in order to overcome the difficulties faced in providing the required data for reporting. As a result; DoS started advocating for the creation of an Administrative Data Management System (ADMS). An ADMS consolidating the data routinely produced by Line Ministries would improve the quality, comparability, and access to data, in particular SDG related data and supplement the data now produced by a set of internationally comparable surveys (HEIS, DHS, LFS and Census). Such a dual-source data system would greatly improve the efficiency, timeliness, accuracy and level of disaggregation of the data required to monitor and report on national strategies and international conventions as well as the SDGs. Not only but ideally, ADMS will develop with time to become an information dashboard.

Information dashboards are tools at the tip of the iceberg in a system that produces and uses information. It is expected that dashboards will be the core of monitoring and helping identify implementation challenges of the 2030 Agenda. different countries are expected to adapt SDG targets and indicators to their national contexts. The monitoring and reporting requirements for the 2030 Agenda framework are prompting countries to review their statistical systems and capacities, improve interoperability between different data systems, and better integrate data from external sources. Secondly, effective implementation of the 2030 Agenda will require countries to use whole-of-government approaches as well as leveraging real-time data.

II. STRATEGY

Department of Statistics (DoS) is considered the central point for data collection and production. DOS provides the necessary information on a national level that feeds into national planning, visualize solutions and develop policies, laws, regulations and budgets. For DoS to be able to achieve its main objective, it supposed to have right technical tools, which can be categorized in three main areas; a sophisticated data reserve, technical human capacities and well-structured communication and coordination channels for data collection, provision and retrieval.

The main objective will be enhancing the capacities for DoS to be able to have a data visualization tools that display status of measures and key performance indicators (KPIs) for Jordan. Also known as a Dashboard; which will be designed and used to maintain a periodical situational awareness and provide snapshots of progress, based on the type of information requested. The dashboard

¹ VNR : <http://www.mop.gov.jo/EchoBusV3.0/SystemAssets/pdf/MOP-pdf/Final-report-english12-7-2017.pdf>

will be linked to a database with the ability to pull real-time data from multiple sources and it will be designed to provide an at-a-glance view of vast amounts of information synthesized through graphs, indicators, symbols and others.

UNDP proposes a comprehensive project set along the three areas of intervention: Information Technology assistance to DoS, individual technical statistical capacity building for DoS' staff and finally coordination and cooperation data sharing channels enhancement for DoS, MOPIC and Line Ministries.

III. RESULTS AND PARTNERSHIPS

Output 1: Enhance the technical Capacity of the Department of Statistics to collect, store and provide reliable data:

Under this area of intervention, the main focus will be on understanding and laying out the current available systems, hardware and software at DoS. Under this output:

1.1 Technical Information Base Assessment for the Department of Statistics conducted, and data gaps identified

During which an assessment for the current available data systems at DoS will be carried out, in addition to assessing the available hardware and software. This will lead to measuring the compatibility of hardware and software systems and the quality, comparability and adherence to international standards of nationally generated data.

1.2 Department of Statistic's Data Collection Methodologies and Processes developed

Collecting and tabulating data to produce information which will be feeding into different actions taken by the GoJ at both national and international level; would require following a systemized methodology for data collection and analysis. Therefore, the assessment will start with mapping the type, quality and reliability of the current existing data at DoS and then will proceed to assessing the templates used, the data collection methodology as well as the data analysis process, and as a result an Information Management Situational Report will be developed, highlighting the areas where an intervention is needed to optimize the handling of data collection and tabulation.

1.3 A National Data Repository established and running at the Department of Statistics

As previously mentioned, the purpose of this project is to improve the quality, efficiency and timeliness of national and international information provision, through mounting the data system DoS has, especially in relation to the SDGs progress. Therefore, using the recommendations resulting from the information base assessment and the methodologies assessment, a Data Repository which will evolve to be a dashboard will be designed and built for DoS.

Output 2: Strengthening the Institutional Capacity of Department of Statistics to engage with Jordan's Governmental Institutions in developing policies, sustainable projects and national plans through the provision of reliable data

This area of intervention focuses mainly on the technical staff of DoS, specifically the Sustainable Development Unit (SDU), the Data Management Directorate (DMD) and the four sections under its structure; in addition to the Jordanian Statistical Training Centre (JSTC).

2.1 The Department of Statistics SDU, DMD & JSTC and Data Focal points at relevant Line Ministries Institutional and Technical Human Capacities assessed, and gaps identified

This Output will be built by conducting an Institutional and Technical Human Capacity Assessment; which will assess all the JSTC and the SDU staff's knowledge, capacities and readiness to collect needed or requested data, provide statistical quality control, technical support, data analysis and information management.

The assessment will be coordinated and managed by a Technical Capacity Development Specialists. The Specialists would also create and facilitate a coordination group at DoS and conduct regular consultation, key informant interviews and progress meetings. As a result, each Capacity Assessment will produce a full Capacity Needs Report on the institutional and capacity assessed specifically DoS's SDU & JSTC. The Reports would provide the basis for a Capacity Needs Response plan to be drawn up by the Technical Capacity Development Specialist and the Joint SDG Support Team Initiative.

2.2 The Department of Statistics Technical and Institutional Capacities developed:

Technical support would be delivered to DoS as outlined in the Capacity Needs Response plan, tailored according to the technical and institutional capacity needs identified. The support will be manifested in the development of standard operating procedures, training materials, structural related recommendation and the provision of technical trainings. Principally a Training of Training (TOT) component will be provided to the staff at DoS, to enhance their readiness to provide in-house training to the relevant staff within DOS and the Line Ministries core group.

2.3 Line Ministries Technical and Capacities developed

This component implementation will depend on DoS's Capacity Needs Response plan and the staff readiness to lead line ministries technical support process. nevertheless, in cooperation and coordination with DOS, the following will be initiated:

- Build line ministries participants capacities in data processing and analysis in order to create and independently operate a Management Information System (MIS)
- Build the technical capacity of each ministry's participant for independent data management

Output 3: The Department of statistics and Line ministries have a Methodized Information Sharing and Communication Channels

As DoS is the data custodian, the request for data collection and information provision from different end-users will be a core task for DOS; especially that this task will support the national strategy reporting mechanism and SDG Report

3.1 Information Sharing Standard Operating Procedure developed for the Department of Statistics and Line Ministries

Under this activity, the data requested by different requisitioners and users, request method, provision method and lastly means of use will be assessed to come up with a unified process; in which DOS's DDM can respond to requests systematically, effectively and efficiently

3.2 Monitoring and Reporting Mechanism established between the Department of Statistics and Line Ministries established on SDGs:

This specific activity will focus on developing the capacities of DOS's Sustainable Development Unit and the Department of Data Management staff members, where it will initially start with delivering a full set of SDG training materials and the development of a Trainer's Handbook, as well as a staff sensitization training on the importance of data disaggregation and data

diversification in optimizing the reporting, planning and responding efforts; leading to well National SDGs prioritization and target setting.

The latter; will make the SDU Unit the leading entity responsible for communication, coordination, planning and production of Data related to the SDGs.

Resources Required to Achieve the Expected Results: See above Project Structure and Planned Interventions and Section VII below.

Partnerships

- The Joint Initiative proposal has been developed in regular consultation with the UNCT SDG Working Group, which brings together representatives of the UN Agencies in Jordan. Separate meetings were held with all of the major UN Agencies in Jordan during the design phase to describe the approach and main Outputs of the Joint Initiative and to invite cooperation and participation. Separate meetings were also held with all of the core group Line Ministries as well as two follow-up Workshops to ensure beneficiary buy-in and support to the approach and design of the Initiative. ESCWA was consulted during project design consultation including a discussion of follow-up support. A current EU technical assistance project to support the M&E capacity Line Ministry and MoPIC PMUs was discussed and taken into consideration to avoid duplication and ensure complementarity during project design and a separate briefing was held for an EU representative to invite coordination and support.

Risks and Assumptions

- Key risks to the joint initiative are political: potential for even greater impact on Jordan of on-going conflicts and instability in neighbouring countries; some risk associated by unpredictable changes in Cabinet officers; risk of donor fatigue resulting in reduction of funds to buffer the costs of supporting large numbers of refugees from protracted unresolved conflicts. Assumptions: concrete benefits to national counterparts in the short and medium term should sustain national ownership and commitment through the longer-term aspects of the project.

Stakeholder Engagement

- Outcome 2 and 3 will specifically work on bringing together different stakeholders such as Department of statistics and line into the process of defining National priority SDG Goals and setting SDG Targets needed data and data gaps. The ultimate beneficiaries will be the general population and vulnerable population groups in particular as a result of clearly defined needs and improved targeting of interventions as well as greater transparency resulting from the improved type of data collected, processed and provided for national planning purposes as well as reporting
- *Other Potentially Affected Groups:* No social or environmental impacts are to be expected due to project activities.

South-South and Triangular Cooperation (SSC/TrC)

- The Initiative includes consultations to draw on the practical experience of practitioners and/or local administrators engaged in similar activities in countries at comparable levels of development.

Knowledge

- SDG advocacy media products; interactive SDG Dashboard; interactive GS project mapping tool; SDG Clustering training materials and Handbook; Jordan Vulnerability Report; Jordan National Statistical Data Repository database; National Strategy and SDG Reporting Mechanism will be tested and, if validated through assessment, shared within the region and beyond.

Sustainability and Scaling Up

- As described above, the Joint Initiative Outcome 1 ,2 and 3 work entirely through national systems to build national capacities. All outcomes are designed to transfer skills, through capacity development ToTs, training materials and technology transfer to GOJ counterpart institutions and stakeholder participants.

IV. PROJECT MANAGEMENT

Cost Efficiency and Effectiveness

UNDP country office has a well-established results-based projects monitoring and evaluation mechanism which would allow a continuous hand on monitoring during the whole period of the implementation

V. RESULTS FRAMEWORK²

Intended Outcome as stated in the UNSDF/Country [or Global/Regional] Programme Results and Resource Framework:

UNSDF Strategic Priority 1: Institutions in Jordan at national and local levels are more responsive, inclusive, accountable, transparent and resilient

National Priority: First Voluntary National Review 2017 Roadmap Priority Action Points 1,2,3,4,5,6,10 & 11.

Outcome indicators as stated in the Country Programme for Global/Regional Results and Resources Framework, including baseline and targets: Proportion of population satisfied with last experience of public services; Existence of functional systems to track and make public allocations for gender equality and women's empowerment services.

Applicable Output(s) from the UNDP Strategic Plan: Outcome 2. Accelerate structural transformations for sustainable development

Output 3.1: Capacities developed across the whole of government to integrate the 2030 Agenda in development plans and budgets and to analyse progress towards the Goals, using innovative and data-driven solutions.

Output 3.2: Policies, plans and partnership for sustainable development draw upon UNDP thought leadership, knowledge and evidence: Baseline no, Target yes.

Project title and Atlas Project Number: Joint Initiative to Capacitate the Jordanian Department of Statistics in Tracking the Sustainable Development Goals' Data, Information Production and Reporting.

EXPECTED OUTPUTS	OUTPUT INDICATORS ³	DATA SOURCE	BASELINE		TARGETS (by frequency of data collection)	
			Value Year	Phase 1	Phase 2	
Output 1: Enhanced Data Management System of the Department of Statistics to collect, store and provide reliable data.	1.1 <i>Technical Information Base Assessment for the Department of Statistics conducted, and SDG indicators data gaps identified</i>	DoS	NA	2019		
	1.2 <i>Department of Statistics's Data Collection Methodologies and Processes developed</i>	DoS	NA	2019		
	1.3 <i>A National Data Repository established and running at the Department of Statistics</i>	DoS	NA	2019	2020	

² UNDP publishes its project information (indicators, baselines, targets and results) to meet the International Aid Transparency Initiative (IATI) standards. Make sure that indicators are S.M.A.R.T. (Specific, Measurable, Attainable, Relevant and Time-bound), provide accurate baselines and targets underpinned by reliable evidence and data, and avoid acronyms so that external audience clearly understand the results of the project.

³ It is recommended that projects use output indicators from the Strategic Plan IRRF, as relevant, in addition to project-specific results indicators. Indicators should be disaggregated by sex or for other targeted groups where relevant.

Output 2: Institutional Capacities of the Department of Statistics strengthened to provide reliable data to national institutions, and relevant national Institutions capacities enhanced to utilize SDGS data to develop policies, national plans and SDGs reporting	2.1	The Department of Statistics SDU, DMD & JSTC and Data Focal points at relevant Line Ministries Institutional and Technical Human Capacities assessed, and gaps identified	DoS	NA	2019	2020
	2.2	The Department of Statistics Technical and Institutional Capacities developed	DoS	NA	2019	2020
	2.3	Line Ministries Technical and Capacities developed	UNDP / MoPIC & Relevant Ministries	NA		2020
Output 3: The Department of statistics and Line ministries Information Sharing and Communication Channels Methodized	3.1	Information Sharing Standard Operating Procedure developed for the Department of Statistics and data focal points at relevant Line Ministries	UNDP / DoS/ MoPIC & Relevant Ministries	NA		2020
	3.2	Monitoring and Reporting Mechanism established between the Department of Statistics and Line Ministries established on SDGs	UNDP / DoS/ MoPIC & Relevant Ministries	NA		2020

VI. MONITORING AND EVALUATION

In accordance with UNDP's programming policies and procedures, the project will be monitored through the following monitoring and evaluation plans: [Note: monitoring and evaluation plans should be adapted to project context, as needed]

Monitoring Plan

Monitoring Activity	Purpose	Frequency	Expected Action	Partners (if joint)	Cost (if any)
Track results progress	Progress data against the results indicators in the RRF will be collected and analysed to assess the progress of the project in achieving the agreed outputs.	Quarterly, or in the frequency required for each indicator.	Slower than expected progress will be addressed by project management.		
Monitor and Manage Risk	Identify specific risks that may threaten achievement of intended results. Identify and monitor risk management actions using a risk log. This includes monitoring measures and plans that may have been required as per UNDP's Social and Environmental Standards.	Quarterly	Risks are identified by project management and actions are taken to manage risk. The risk log is actively maintained to keep track of identified risks and actions taken.		

	Audits will be conducted in accordance with UNDP's audit policy to manage financial risk.				
Learn	Knowledge, good practices and lessons will be captured regularly, as well as actively sourced from other projects and partners and integrated back into the project.	At least annually	Relevant lessons are captured by the project team and used to inform management decisions.		
Annual Project Quality Assurance	The quality of the project will be assessed against UNDP's quality standards to identify project strengths and weaknesses and to inform management decision making to improve the project.	Annually	Areas of strength and weakness will be reviewed by project management and used to inform decisions to improve project performance.		
Review and Make Course Corrections	Internal review of data and evidence from all monitoring actions to inform decision making.	At least annually	Performance data, risks, lessons and quality will be discussed by the project board and used to make course corrections.		
Project Report	A progress report will be presented to the Project Board and key stakeholders, consisting of progress data showing the results achieved against pre-defined annual targets at the output level, the annual project quality rating summary, an updated risk long with mitigation measures, and any evaluation or review reports prepared over the period.	Annually, and at the end of the project (final report)			
Project Review (Project Board)	The project's governance mechanism (i.e., project board) will hold regular project reviews to assess the performance of the project and review the Multi-Year Work Plan to ensure realistic budgeting over the life of the project. In the project's final year, the Project Board shall hold an end-of project review to capture lessons learned and discuss opportunities for scaling up and to socialize project results and lessons learned with relevant audiences.	Annually	Any quality concerns or slower than expected progress should be discussed by the project board and management actions agreed to address the issues identified.		

Evaluation Plan⁴

Evaluation Title	Partners (if joint)	Related Strategic Plan Output	UNDAF/CPD Outcome	Planned Completion Date	Key Evaluation Stakeholders	Cost and Source of Funding
Mid-Term Evaluation	UNDP & DOS		UNSDF Strategic Priority1: Institutions in Jordan at national and local levels are more responsive, inclusive, accountable, transparent and resilient	1 st quarter 2020	MOPIC, Dos, Line Ministries	10,000 USD
Final Evaluation & Audit	UNDP & DOS		UNSDF Strategic Priority 1	1 st quarter 2021	MOPIC, Dos	5,000 USD

⁴ Optional, if needed

VII. MULTI-YEAR WORK PLAN ⁵⁶

All anticipated programmatic and operational costs to support the project, including development effectiveness and implementation support arrangements, need to be identified, estimated and fully costed in the project budget under the relevant output(s). This includes activities that directly support the project, such as communication, human resources, procurement, finance, audit, policy advisory, quality assurance, reporting, management, etc. All services which are directly related to the project need to be disclosed transparently in the project document.

EXPENDITURE	Planned Budget by Phase		RESPONSIBLE PARTY	PLANNED BUDGET		
	Phase 1	Phase 2		Funding Source	Budget Description	Amount
STAFF COST						
1. Project Support Unit	1.1 Programme Officer (Institutional Capacity Development Specialist)					
	\$ 55,544	\$ 60,593	UNDP	National Staff	\$ 116,137	
	1.2 Statistician and Data Visualizing Specialist					
	\$ 16,563	\$ 23,661	UNDP	National (SC 7)	\$ 40,224	
	Sub-Total for Staff Cost					
	\$ 72,106	\$ 84,254			\$ 156,361	
EXPECTED OUTCOMES	OPERATIONAL COST / PLANNED ACTIVITIES PER OUTPUT		RESPONSIBLE PARTY	PLANNED BUDGET		
	Intended Outcome as stated in the UNSDF/Country [or Global/Regional] Programme Results and Resource Framework: UNSD Strategic Priority 1: Institutions in Jordan at national and local levels are more responsive, inclusive, accountable, transparent and resilient Applicable Output(s) from the UNDP Strategic Plan:					
	Planned Budget by Phase					

⁵ Cost definitions and classifications for programme and development effectiveness costs to be charged to the project are defined in the Executive Board decision DP/2010/32

⁶ Changes to a project budget affecting the scope (outputs), completion date, or total estimated project costs require a formal budget revision that must be signed by the project board. In other cases, the UNDP programme manager alone may sign the revision provided the other signatories have no objection. This procedure may be applied for example when the purpose of the revision is only to re-phase activities among years.

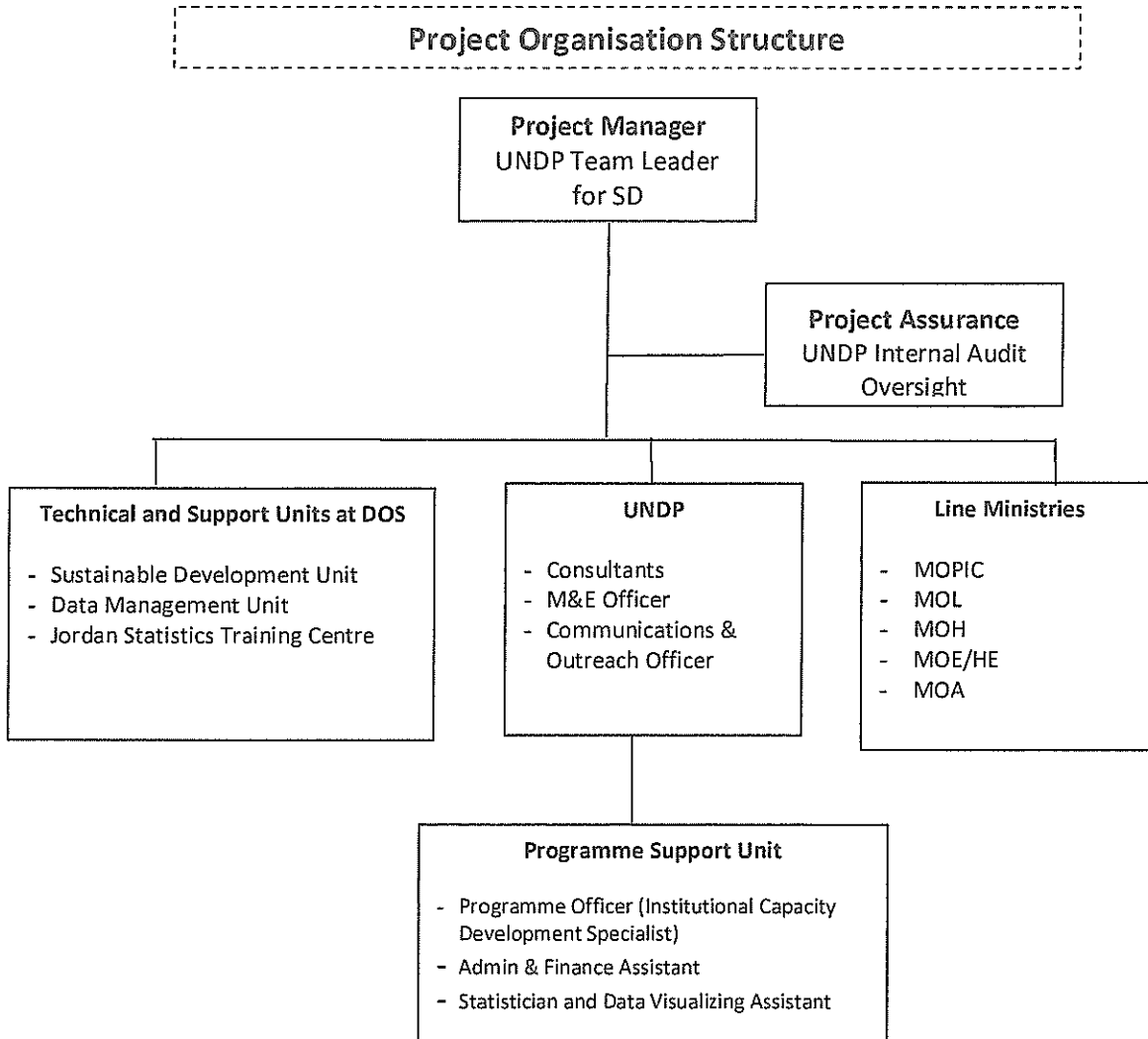
	<p>Outcome 2. Accelerate structural transformations for sustainable development; Output 3.1: Capacities developed across the whole of government to integrate the 2030 Agenda in development plans and budgets and to analyse progress towards the Goals, using innovative and data-driven solutions. Output 3.2: Policies, plans and partnership for sustainable development draw upon UNDP thought leadership, knowledge and evidence</p>	Phase 1	Phase 2		Funding Source	Budget Description	Amount	
OUTPUT 1	1.1. Technical Information Base Assessment for the Department of Statistics conducted, and SDG indicators data gaps identified							
	1.1.1 Undertake an Evaluation and Assessment of DOS Current DGS Indicators Data System	\$ 30,000	\$ -	UNDP/ DOS		Internat. Consult	\$ 30,000	
	1.1.2 Conduct a workshop to publish DOS's current SDGs indicators data systems evaluation results and way forward	\$ 20,000	\$ -	UNDP/DOS		Workshop	\$ 20,000	
	1.1.3 Support DOS to organize technical consultation and implementation monitoring meetings (8 meetings)	\$ 600	\$ 600			Meetings / National Staff	\$ 1,200	
	1.2. Department of Statistic's Data Collection Methodologies and Processes developed							
	1.2.1 Develop Data Collection SOP / product sharing workshop	\$ 10,000	\$ 10,000	UNDP/ DOS		Internat. Consult	\$ 20,000	
	1.2.2 Conduct and facilitate a workshop to endorse the Data Management Directorate Data Collection SOP	\$ 10,000	\$ 10,000	UNDP/ DOS / Line-ministries/ MOPIC		Workshop	\$ 20,000	
	1.2.3 Produce a SDGs Data Processing and Tabulation Guidelines	\$ 10,000	\$ 10,000	UNDP/ DOS		Internat. Consult	\$ 20,000	
	1.2.4 Conduct a workshop to publish Sustainable Development Unit SDGs data Processing and Tabulation Guidelines	\$ 10,000	\$ 10,000	UNDP/ DOS		Workshop	\$ 20,000	
	1.2.5 Conduct a training for the Data Management Directorate & Jordan Statistics Training Center staff on applying the Data Collection Standard Operating Procedure developed (2 Trainings)	\$ 15,000	\$ 15,000	UNDP/ DOS		Trainings	\$ 30,000	
	1.2.6 Conduct a training for the Sustainable Development Unit & Jordan Statistics Training Center on the applying the Data Processing and Tabulation Guidelines Developed (2 Trainings)	\$ 15,000	\$ 15,000	UNDP/ DOS		Trainings	\$ 30,000	
	1.2.7 Conduct Technical consultation and implementation monitoring meetings (12 meetings)	\$ 900	\$ 900	UNDP/ DOS		Meetings / National staff	\$ 1,800	

Enhanced Data Management System of the Department of Statistics to collect, store and provide reliable data.

1.3 A National Data Repository established and running at the Department of Statistics										
	1.3.1 Design, install and test the Database Repository	\$ 40,000	\$100,000	UNDP/ DOS		Internat Consult	\$	140,000		
	1.3.2 Designing an SDGs Dashboard	\$ -	\$ 10,000	UNDP/ DOS		Internat Consult	\$	10,000		
	1.3.3 Conduct Technical training for the Data Management Directorate & Jordan Statistics Training Center on the installation and maintenance of the data system (5 Trainings/ 15,000 USD)	\$ 30,000	\$ 45,000	UNDP/ DOS		Intern Consult.	\$	75,000		
	1.3.4 Conduct Technical consultation and implementation monitoring meetings (10 meetings)	\$ 600	\$ 900	UNDP/ DOS		Meetings / National Staff	\$	1,500		
	1.3.5 Provide Hardware support for the Database Repository & SDG Dashboard	\$ -	\$ 100,000	UNDP		equipment	\$	100,000		
	MONITORING									
	Sub-Total for Outcome 1	\$ 192,100	\$ 327,400					\$ 519,500		
OUTPUT 2	2.1 The Department of Statistics SDU , DMD & JSTC and Data Focal points at relevant Line Ministries Institutional and Technical Human Capacities assessed, and gaps identified									
Institutional Capacities of the Department of Statistics strengthened to provide reliable data to national institutions, and relevant national Institutions capacities enhanced to utilize SDGs data to develop policies, national plans and SDGs reporting	2.1.1 Conduct a Capacity Assessment and formulation of a capacity development plan for DOS	\$10,000	\$20,000	UNDP/ DOS		National staff / Int Consult		\$30,000		
	2.1.2 Conduct technical meetings with DOS's (SDU,DMD, JSTC) officials on the technical assessment process and latter results production (3 meetings)	\$200	\$100	UNDP/ DOS		Meeting		\$300		
	2.1.3. Conduct Capacity Assessment and formulation of a capacity development plan for data focal points at relevant Line Ministries	\$0	\$20,000	UNDP/ DOS		National staff / Int Consult		\$20,000		
	2.1.4 Conduct Technical meetings with data focal points at relevant line ministries on the technical assessment process and latter results production (3 meetings)	\$300	\$150	UNDP/ DOS		Meeting		\$450		
	2.2 The Department of Statistics Technical and Institutional Capacities developed									
	2.2.1 Implement Capacity Development plan for DOS	\$10,000	\$30,000	UNDP/ DOS		Internat Consult		\$40,000		
	2.2.2 Conduct trainings for the SDU & JSTC on SDGs Data Statistics and data visualization (3 Trainings)	\$15,000	\$30,000	UNDP/ DOS		Internat Consult		\$45,000		
	2.3 Line Ministries Technical and Capacities developed									
	2.3.1 Conduct prioritized technical trainings from the capacity development plan for data focal points at relevant line ministries (3 trainings)	\$0	\$45,000	UNDP/ Line Ministries /DOS		Trainings		\$45,000		
	MONITORING									

	Sub-Total for Outcome 2	\$35,500	\$145,250			\$180,750
OUTPUT 3	3.1 Information Sharing Standard Operating Procedure developed for the Department of Statistics and data focal points at relevant Line Ministries					
	3.1.1 Develop Standard Operating Procedure on information sharing channels	\$0	\$20,000	UNDP/Line Ministries /DOS	Internat. Consult	\$20,000
	3.1.2 Conduct a workshop on Standard Operating Procedure on information sharing channels	\$0	\$20,000	UNDP/Line Ministries /DOS	Workshop	\$20,000
	3.2 Monitoring and Reporting Mechanism established between the Department of Statistics and Line Ministries established on SDGs					
	3.2.1 Conduct Technical coordination meetings between the SDU and data focal points at relevant line ministries on SDGs reporting (5 Meetings)	\$294	\$450	UNDP/Line Ministries /DOS	Meeting	\$744
	3.2.2 Conduct a workshops on establishing SDGs reporting between SDU and data focal points at relevant line ministries (2 workshops)	\$0	\$30,000	UNDP/Line Ministries /DOS	Workshop	\$30,000
	3.2.3 Conduct a specialized training for relevant government data focal points and staff on SDGs reporting	\$0	\$15,000		Training	\$15,000
	3.2.4 Support relevant national institutions in drafting SDGs progress Reports	\$0	\$7,000	UNDP/Line Ministries /DOS	publication	\$7,000
	MONITORING					
	Sub-total for Outcome 3	\$294	\$92,450			\$92,744
Evaluation (as relevant)	EVALUATION & AUDIT					\$15,000
GMS						\$77,148
DPC						\$48,218
TOTAL		\$300,000	\$664,354			\$ 1,089,721

VIII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS



IX. LEGAL CONTEXT AND RISK MANAGEMENT

LEGAL CONTEXT STANDARD CLAUSES

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of (country) and UNDP, signed on (date). All references in the SBAA to “Executing Agency” shall be deemed to refer to “Implementing Partner.”

This project will be implemented by the Department of Statistics “Implementing Partner” in accordance with its financial regulations, rules, practices and procedures only to the extent that they do not contravene the principles of the Financial Regulations and Rules of UNDP. Where the financial governance of an Implementing Partner does not provide the required guidance to ensure best value for money, fairness, integrity, transparency, and effective international competition, the financial governance of UNDP shall apply.

RISK MANAGEMENT STANDARD CLAUSES

Government Entity (NIM)

1. Consistent with the Article III of the SBAA [*or the Supplemental Provisions*], the responsibility for the safety and security of the Implementing Partner and its personnel and property, and of UNDP’s property in the Implementing Partner’s custody, rests with the Implementing Partner. To this end, the Implementing Partner shall:
 - a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
 - b) assume all risks and liabilities related to the Implementing Partner’s security, and the full implementation of the security plan.
2. UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of the Implementing Partner’s obligations under this Project Document [and the Project Cooperation Agreement between UNDP and the Implementing Partner]⁷.
3. The Implementing Partner agrees to undertake all reasonable efforts to ensure that no UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml. This provision must be included in all sub-contracts or sub-agreements entered into under/further to this Project Document.

⁷ Use bracketed text only when IP is an NGO/IGO

4. Consistent with UNDP's Programme and Operations Policies and Procedures, social and environmental sustainability will be enhanced through application of the UNDP Social and Environmental Standards (<http://www.undp.org/ses>) and related Accountability Mechanism (<http://www.undp.org/secu-srm>).
5. The Implementing Partner shall: (a) conduct project and programme-related activities in a manner consistent with the UNDP Social and Environmental Standards, (b) implement any management or mitigation plan prepared for the project or programme to comply with such standards, and (c) engage in a constructive and timely manner to address any concerns and complaints raised through the Accountability Mechanism. UNDP will seek to ensure that communities and other project stakeholders are informed of and have access to the Accountability Mechanism.
6. All signatories to the Project Document shall cooperate in good faith with any exercise to evaluate any programme or project-related commitments or compliance with the UNDP Social and Environmental Standards. This includes providing access to project sites, relevant personnel, information, and documentation.