



UN JOINT 2016 ANNUAL WORK PLAN

Country: MALAWI

Programme Title: Strengthening Institutional Capacity for Development Effectiveness and Accountability

UNDAF Outcome 4.2: Public Institutions are better able to manage, allocate, and utilize resources for effective development and service delivery by 2016.

UNDAF Action Plan Outputs:

- Output 4.2.2** National Institutions utilize RBM systems for planning, monitoring and evaluation to enhance ownership and leadership for achievement of development results.
- Output 4.2.3** Government has sufficient capacity to effectively negotiate, manage and account for development assistance
- Output 4.2.4** National Institutions have the capacity to align policies, programmes and budgets with national development strategies and MDGs for efficient achievement of development results.

Programme Summary

The Joint Programme on Strengthening Institution Capacity for Development Effectiveness and Accountability is a UN response to enhance development effectiveness by improving systems, tools and mechanisms for national policy and strategic planning, management, monitoring, evaluation, reporting and accountability. The programme seeks to entrench the culture of accountability for effective use of resources and achievement of results in public institutions. Key strategic areas of support include 1) Institutionalizing Results Based Management practices in the public sector; 2) Harmonization and alignment of development planning tools including the medium Term Expenditure Framework (MTEF), the Public Sector Investment Programme (PSIP) and the national budget to support implementation of MGDS priorities; and 3) Strengthening capacity for development assistance management. Ultimately, the programme will contribute to improvements in the management, allocation and utilization of public resources for effective development and service delivery.

The Joint Programme has three outputs which are also UNDAF Action Plan Outputs. During 2016 DEAP will implement the Outputs presented in Table 1 and these are:

- Output 1:** National Institutions utilize RBM systems for planning, monitoring and evaluation to enhance ownership and leadership for achievement of development results.
- Output 2:** National Institutions have the capacity to align policies, programmes and budgets with national development strategies and MDGs for efficient achievement of development results.
- Output 3:** Government has sufficient capacity to effectively negotiate, manage and account for development assistance

The Ministry of Finance, Economic Planning and Development (MoFEPD) is the implementing partner for the JP and is responsible for overall planning and management of the programme and achievement of its objectives. The main responsibility for the activities of JP are with the Monitoring and Evaluation, Economic Planning, Budget and Debt and Aid Divisions in MoFEPD and the Performance Enforcement in OPC. The NSO and the MoLGRD also have an active role in the programme and are responsible for individual activities.

In 2016, the programme will continue to establish coherent and linked systems and tools to assist the Malawi government to plan, monitor and account for development results. The 2016 AWP will support Government to continue to implement recommendations of several major reviews such as the State of M&E, MGDS II Review and the new guidelines for SWG. Furthermore, the programme will continue to support the rolling out of programme-based, performance contracting, M&E and results based management reforms to strengthen planning, monitoring, evaluation and reporting of results. A major focus on 2016 is the formulation of the successor national development plan and the prioritization and localization of the SDGs agenda in Malawi. The support to the Development Cooperation Strategy implementation will enable the Ministry of Finance, Economic Planning and Development and other key stakeholders to engage in meaningful dialogue on more effective development cooperation and development effectiveness in Malawi.

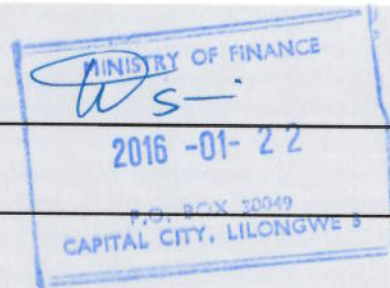
Programme Duration: 4 years	Total Estimated Funding*: \$ 1,662,876.00
Anticipation start/end dates: January, 2013-December 2016	Other sources of funding (US \$)
Fund Management: Parallel and basket funding	TRAC 600,000
Managing Agent UNDP	EU 607,376
Project Award No: 0007958	UNICEF 363,500
Output Id: 00085206; 0008652; 00086541	UN Women 92,000
	Government
	Unfunded gap:

Agreed by Lead Coordinating Partner

Ministry Finance, Economic Planning and Development: _____

Date: 22/01/16

Lilongwe, Malawi



Approved by UNDP Agency

United Nations Development Program (UNDP): _____

Date: _____

Lilongwe, Malawi



ANNEX I: DEAP 2016 WORK PLAN

UN Organization specific Annual Targets	Activities	Time Frame				Responsible Party	Planned Budget		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount US\$
<p>Indicator 1: Number of public institutions practicing RBM Baseline: 0 (2010) Status: 5 ministries, 2 districts (2015) Target (2016): 5 ministries, 7 districts</p> <p>Indicator 2: Number of staff in ministries and districts trained in RBM Baseline: 56 at district level; 25 in line ministries Status: 41 ministry officers and 110 in districts Target (2016): 448 at district level; 200 at central level and in line ministries</p> <p>Indicator 3: Number of staff within learning and training institutions who have RBM skills and knowledge and are delivering RBM training Baseline: 4 Status 2016: 7 Target 2016: 23</p> <p>Indicator 4a: % of Ministries with functional M&E System Base line: 60% (2010) Status: 75 % (2015) Target 2016: 90%</p> <p>Indicator 4b: % of district councils with functional M&E systems Baseline (2012): 25 %</p>	<p>1.1 Strengthen RBM capacity and practice</p> <p>1.1.1 Continue to roll-out results-based management practice in selected ministries and districts - hands-on support for results oriented planning and M&E frameworks and capacity building. 1.1.2 Support to integrated district M&E systems under the leadership of the district M&E coordination committees; 1.1.3 Support selected training and learning institutions to incorporate RBM as part of their curriculum</p> <p>1.1.4 Support RBM/M&E training for new M&E officers at district level</p>	X	X	X	X	EP&D-M&E/Planning	TRAC	72100 Contra Serv	3,000.00
								71400 Salary UNDP	35,000.00
								72400 Comm	2,000.00
								72300 Fuel	3,300.00
								75700 Training WKSP	10,000.00
								71600 Travel	3,000.00
								72500 Stationery	2,000.00
								72800 IT Equip	10,000.00
								72600 Micro grant	20,000.00
								RBM/M&E Training	7,500.00
Sub Total for Activity 1.1									95,800.00
1.2 Support to National Statistical System									
	1.2.1 Provide scholarships for diploma course in statistics at CHANCO	X	X	X	X	EP&D-M&E/Planning	EU	72100 Contra Serv	20,000.00

Status (2015): 40 % Target (2016): 80%												
1.2.2 Agree on priorities for data enhancement to meet the expectations for SDG reporting	X	X									72100 Contra Serv	5,000.00
											72300 Fuel	1,000.00
											72100 Contra Serv	5,000.00
											72300 Fuel	2,000.00
											72500 Stationery	1,000.00
											Update/update metadata	15,000.00
											Surveys and Statistical strategy	100,000.00
											Printing cost (1/3 of total cost)	31,000.00
											75700 Training WKSP	30,000.00
											Sub-Total for Activity 1.2	210,000.00
1.3 Strengthen M&E Systems at all levels												
1.3.1 Support the National M&E Coordination Committee to coordinate overall public sector M&E, agree and take forward the recommendations of the M&E Study, coordinate the national evaluation plan and facilitate use of M&E results in decision-making												
1.3.2 Support the design and implementation of IPMIS, including integrated reporting format and Web -Based District Databanks	X	X										

									71600 Travel	6,000.00
									72300 Fuel	3,000.00
									72500 Stationery	1,500.00
									72400 Comm	1,000.00
									71300 Local Cons	8,000.00
			X						72100 Contra Serv	5,000.00
			X						61100 NOC Staff	4,800.00
			X						M&E Coordination	10,000.00
			X	X					Costs for undertaking PETS	50,000.00
									Sub-Total for Activity 1.3	123,300.00

1.4 SDGs, MGDS II Reviews and Evaluations

									72100 Contra Serv	10,000.00
									74200 Printing	10,000.00
									72100 Contra Serv	7,000.00
									72500 Stationery	2,000.00
									61200 GS Staff	3,200.00
									72300 Fuel	2,000.00
									72600 Micro grant	18,200.00

	1.4.4 Review MGDS II Gender Strategy	X	X		EP&D- M&E/Planning	UN- Women	72100 Contra Serv.	5,000.00	
		Sub-Total for Activity 1.4						57,400.00	
Indicator 5: Number of institutions reviewed for performance and provided with feedback. Baseline 0 (2011); Target 38 (2016)	1..5 Support to the Performance Contracting System								
	1.5.1 Train 20 Independent Evaluators, 8 PED staff and 20 Core team members on the Performance Contracting Assessment Tools	X			PED	EU	71200 Intl Conslt 71600 Travel 75700 Training WKSP 72500 Supplies 72400 Comm 72300 Fuel	10,000.00 2,000.00 5,000.00 1,000.00 1,000.00 1,000.00	
	1.5.2 Support the Performance Contracting Module in the IPMIS		X	X	PED	EU	71200 Intl Conslt 72100 Contra Serv	7,000.00 3,000.00	
	1.5.3 Finalize and disseminate performance contracting and assessment tool	X	X	X	PED	TRAC	72100 Contra Serv 72400 Comm 74200 AudioVisl 71600 Travel 72300 Fuel	10,000.00 1,000.00 10,000.00 2,000.00 2,000.00	
	1.5.4 Train MDAs on performance contracting and assessment (20 Ministries, 25 Government downstream		X		PED	EU	75700 Training Workshop	5,000.00	
	Indicator 6: Percentage of MDAs that have								

<p>implemented at least 70 % of PC evaluation recommendations Baseline: 0; Target: 75 % (2016)</p>	Departments and 25 Parastatals)						72500 Supplies	1,800.00
							72300 Fuel	3,000.00
							71600 Travel	2,500.00
							71600 Travel	4,000.00
							72400 Comm	1,000.00
							72300 Fuel	2,000.00
	1.5.5 Undertake Quarterly and Year End assessments and dissemination of results						72100 Contra Serv	7,000.00
							72500 Supplies	1,000.00
							74200 Printing	8,000.00
							71200 Intl Conslt	7,000.00
	1.5.6 Specialized training areas of performance contracting.						75700 Training Workshop	8,000.00
							Sub-Total for Activity 1.5	105,300.00
	TOTALS FOR OUTPUT 1							
						OUTPUT 1 TOTAL TRAC	126,300.00	
						OUTPUT 1 TOTAL EU	217,000.00	
						UN WOMEN	35,000.00	
						UNICEF	213,500.00	
						OUTPUT 1 TOTAL GMS	14,196.26	
						OUTPUT 1 AGG. TOTAL	605,996.26	

Output 2: National Institutions have the capacity to align policies, programmes and budgets with national development strategies and MDGs for efficient achievement of development results.

2.1. Support to Programme Based Budgeting:												
Indicator 1: Programme based budgeting piloted in institutions. Baseline: None (2012); Status (2015): 13 Target (2016): 33	2.1.1 Train MDAs on PBB structures, templates and performance indicators	X	X					Budget Division	EU	75700 Training Workshop 72400 Comm	10,000.00 1,000.00	
	2.1.2 Finalize PBB manual, templates and budget guidelines	X	X	X				Budget Division	EU	72100 Contra Serv	5,000.00	
	2.1.3 Modify current budget preparation software to ensure it is compatible with PBB	X	X					Budget Division	TRAC	72500 Supplies 71300 Lcl Constt (IT Expert)	1,000.00 5,000.00	
	2.1.5 Sensitization workshops, briefings and training on PBB, Gender Responsive Budgeting and changes to the PFM Act for key stakeholders (with different target audiences such as Senior Government Officials, Budget committees in MDA, Parliamentary committees, Civil society, Local Councils)	X	X					Budget Division	EU	72100 Contr Serv 72300 Fuel 72400 Comm	10,000.00 3,000.00 2,000.00	
	2.1.6 Specialized training in PBB	X						Budget Division	UN-Women	75700 Training WKSP	42,000.00	
	Sub-Total for Activity 2.1											
					X	X			Budget Division	TRAC	75700 Training Workshop	10,000.00
												89,000.00
	2.2 Support Sector Working Groups											
	Indicator 2: Number of functional SWGs Baseline: 6 (2012); Status (2015): 9 Target (2016): 16	2.2.1 Support implementation of SWG planning and management guidelines, M&E TWGs in key sectors, and operationalization of new management structures for the SWGs	X	X	X				EP&D-M&E/Planning	EU	72100 Contra Serv 72500 Stationery 72400 Comm	6,000.00 1,000.00 1,000.00
2.2.3 Undertake joint learning for SWG Secretariats and Desk Officers		X						EP&D-M&E/Planning	EU	72100 Contra Serv	6,000.00	
					X	X						

													72500 Supplies	1,000.00
													72300 Fuel	1,500.00
													72500 Stationery	1,000.00
													72400 Comm	1,000.00
													Sub-Total for Activity 2.2	18,500.00
	2.3 Support formulation of successor national development strategy													
<p>Indicator 3: National development strategy formulated through a participatory process by Dec 2016; Baseline: 0 Target: 1</p> <p>Indicator 4: Sector and district plans aligned with MGDS priorities and linked to MTEF process Baseline: 0 (2011); Target: 5 sectors and 10 districts (2016)</p>	2.3.1 Conduct national consultative meetings – Parliament, all MDAs, CSOs and Interest Groups, Academia and District councils										EU			
									X	X			72100 Contra Serv	12,000.00
													72300 Fuel	4,000.00
													71600 Travel	8,000.00
													72500 Stationery	1,000.00
													61100 NOC Staff	7,000.00
													72400 Comm	1,000.00
													72100 Contra Serv	8,000.00
													72400 Comm	1,000.00
													71400 Ind Serv Contr	11,000.00
												72500 Supplies	2,000.00	
												Support NDS development	150,000.00	
												72100 Contra Serv	15,000.00	

sensitive capacities of post-MGDS II drafters								Women		72100 Contra Serv	5,000.00
	2.3.4 Indicate and advocate for Malawi's priorities among the Sustainable development goals (SDGs)									71300 Local Cons	10,000.00
									EU	74200 Audio Visio	8,000.00
										72500 Stationery	1,000.00
										72400 Comm	1,000.00
										72100 Contra Serv	10,000.00
									EU	72400 Comm	1,000.00
	2.3.5 Support evidence-based research to inform national development agenda and SDGs prioritization and customize SDGs Guidelines and tools for implementation in the context of the national planning process									72500 Supplies	1,000.00
										72100 Contra Serv	10,000.00
										72300 Fuel	4,000.00
	2.3.6 Launch and dissemination of NHDR									72500 Stationery	1,000.00
									EU	72400 Comm	1,000.00
										74200 Printing	40,000.00
										71600 Travel	3,000.00
										72100 Contra Serv	10,000.00
	2.3.7 Review current results framework and data needs, and develop Indicators and M&E framework for successor NDS								EU	72300 Fuel	1,000.00
										72500 Supplies	1,000.00

2.3.8 Support the establishment of the National Planning Commission	X	X	X	X	EP&D-M&E/Planning	TRAC	72100 Contra Serv	12,000.00						
							72400 Comm	2,000.00						
							72500 Supplies	4,000.00						
							72500 Stationery	2,800.00						
							61200 GS Staff	4,200.00						
							71300 Local Cons	40,000.00						
							Sub-Total for Activity 2.3	393,000.00						
							TOTALS FOR OUTPUT 2							
							OUTPUT 2 TOTAL TRAC							
							OUTPUT 2 EU TOTAL							
UN WOMEN														
UNICEF														
OUTPUT 2 GMS														
OUTPUT 2 AGG. TOTAL														
<p>Joint Output 3: Government has sufficient capacity to effectively negotiate, manage and account for development assistance</p>														
<p>Indicator 1: 2015/16 FY Development Cooperation Atlas produced by October 2016. Baseline: No (2014) Target: Yes (2016)</p>	<p>3.1 Strengthen debt and aid management functions:</p>													
	<p>3.1.1 Capacity building to strengthen debt and aid management (DAD and key line ministries); 3.1.2 Production and dissemination of the Development Cooperation Atlas; 3.1.3 Production of Development Cooperation Calendar; 3.1.4 2015 Debt Sustainability Analysis and Medium Term Debt Strategy</p>	X	X	X	X	DAD	TRAC	18,000.00						
								75700 Training, Wk/Sh	14,000.00					
								72400 Communication	2,000.00					

<p>Economic Governance Sector Working Group and the invigoration of the Debt Management Committee; 3.2.5 IATI Subscription; 3.2.6 Review and update DCS Work Plan; 3.2.7 Support Malawi's participation in international development effectiveness fora (Global Partnership for Effective Development Cooperation, 2nd Monitoring Round and Co-chairmanship) 3.2.8 Update and Disseminate Debt and Aid Management Policy.</p>										71600 Travel	8,000.00		
										72300 Fuel	2,000.00		
										72400 Comm & Av	2,000.00		
										72500 Supplies	5,000.00		
										Sub Total for Activity 3.2	65,000.00		
	3.3 Learning & Information Exchange on Development Effectiveness												
<p>Indicator 4: No. of meetings on development effectiveness with stakeholders; Baseline: 1 (2014); Target: 6 (2016)</p>	<p>3.3.1 Support learning and information exchange on development effectiveness (for government, CSOs, Academia, Media, Private Sector, and MPs) and support stakeholder initiatives on development effectiveness 3.3.2 Review Malawi's preparedness for the F4D agenda, new forms of finance and smart use of development cooperation finance to leverage public-private partnership</p>											3,000.00	
													10,000.00
	<p>3.3.3 Program management: 3.3.1 Programme Steering Committee and Program Management and coordination meetings; 3.3.2 Program monitoring, evaluation, audits and visibility activities conducted</p>												3,580.98
													9,000.00
													4,000.00
													3,000.00
													227,158.00
													30,842.00
												60,000.00	
												6,000.00	
												Sub-Total for Activity 3.3	356,580.98

TOTALS FOR OUTPUT 3	OUTPUT 3 TOTAL TRAC	392,700.00
	OUTPUT 3 TOTAL EU	140,580.98
	OUTPUT 3 TOTAL GMS	9,196.89
	TOTAL FOR OUTPUT 3	542,477.87
GRAND TOTALS 2016 AWP		
GRAND TOTAL TRAC	600,000.00	
GRAND TOTAL EU	570,080.98	
GRAND TOTAL GMS	37,295.02	
GRAND TOTAL UNICEF	363,500.00	
GRAND TOTAL UN WOMEN	92,000.00	
GRAND TOTAL	1,662,876.00	

ANNEX II: MONITORING TOOL

CP Component _____

Implementing Partner _____

EXPECTED CP OUTPUTS AND INDICATORS INCLUDING ANNUAL TARGETS	PLANNED ACTIVITIES <i>List all the activities including monitoring and evaluation activities to be undertaken during the year towards stated CP outputs</i>	EXPENDITURES <i>List actual expenditures against activities completed</i>	RESULTS OF ACTIVITIES <i>For each activity, state the results of the activity</i>	PROGRESS TOWARDS ACHIEVING CP OUTPUTS
JP Output 1: National Institutions utilize Results-Based Management (RBM) systems for planning, monitoring and evaluation to enhance ownership and leadership for achievement of development results				
<p>Indicator 1: No. of public institutions practicing RBM Baseline: 0 (2010); target (2016): 16</p> <p>Indicator 2: Number of staff in ministries and districts trained in RBM tools Baseline: 56 at district level; 25 in line ministries</p>	<p>1.1 Support to setting results-oriented planning and M&E frameworks in 7 districts and 6 line ministries</p> <p>1.2 RBM training for senior managers (PSs, Directors Planning, DCs)</p> <p>1.3 capacity building support in 7 districts – training, meetings, equipment</p>			

<p>Target:800 at district level; 260 at central level and in line ministries (2016)</p> <p>CBME Target (2016): 80 at district level; 20 at central level</p>	<p>1.4 community-based monitoring of performance and feedback in 7 districts (agreement on core CBM indicators, facilitation of training to ADCs/VDCs in collaboration with civil society; quarterly review meetings)</p>			
<p>Indicator 3: Number of staff within learning and training institutions who have RBM skills and knowledge and are delivering RBM training</p> <p>Baseline: 4; Target (2016): 30</p>	<p>1.5 support selected training and learning institutions to introduce RBM in their regular calendar</p>			
<p>Indicator 4a: % of Ministries with functional M&E systems.</p> <p>Baseline: 60% (2010) Target:90% (2016);</p>	<p>1.6 Tracking tool for key district indicators</p>			
<p>Indicator 4b: % of district councils with functional M&E systems</p> <p>Baseline: 7 (2012) Target: 28 (2016);</p>	<p>1.7 support WMS</p>			
<p>Indicator 5: Number of institutions reviewed for performance and provided with feedback. Baseline 0 (2011); Target 38 (2016)</p>	<p>1.8 Assist in the introduction of statistics course for statisticians</p>			
<p>Indicator 6: Number of MDAs that</p>	<p>1.9 support quarterly meetings of M&E National Coordination Committee and TWG</p> <p>1.10 assess the functionality of the ministries and districts M&E systems</p>			

<p>have implemented at least 70 % of OPA recommendations Baseline: 0; Target: 75 % (2016)</p>	<p>1.11 review and rationalize development impact and outcome indicators</p>			
	<p>1.12 elaborate proposals for digitalized registers</p>			
	<p>1.13 Development of a national evaluation plan</p>			
	<p>1.14 Support the M&E association</p>			
	<p>1.15 Support establishment and implementation of an Integrated Performance Management Information System including the district databanks</p>			
	<p>1.16 MGDS Annual Review and MDG annual report</p>			
	<p>1.17 support PETS in health and education and further diagnosis with a focus on girls basic education and maternal mortality</p>			
	<p>1.18 Develop mechanisms at OPC for assessing performance of public entities and holding managers accountable</p>			
	<p>1.19 Assess the performance of public entities in achieving results</p>			
<p>JP Output 2: National institutions have the capacity to align policies, programmes and budgets with national development strategies and MDGs for efficient achievement of development results</p>				
<p>Indicator 1: Programme based budgeting piloted in institutions. Baseline: No (2012); Target 20 (2016)</p>	<p>2.1 comprehensive training to budget and development division desk officers and PED on the PBB reform</p>			

<p>Indicator 2: Number of functional SWGs Baseline: 6 (2012); Target (2016): 16</p> <p>Indicator 3: National development strategy formulated through a participatory process by Dec 2015; Baseline: 0 Target: 1</p> <p>Indicator 4: Sector and district plans aligned with MGDS priorities and linked to MTEF process Baseline: 0 (2011); Target: 5 sectors and 10 districts (2016);</p>	<p>2.2 finalize PBB requirements (funding particulars, reporting templates, Chart of Accounts</p> <p>2.3 work with pilot MDAs to define programmes and develop indicators and realistic targets</p> <p>2.4 assess and support districts involved in the PBB pilot</p> <p>2.5 Modify current budget reporting software to ensure it is compatible with PBB</p> <p>2.6 Sensitisation workshops and briefings on PBB for key stakeholders</p> <p>2.7 Specialized training in PBB for the core team</p> <p>2.8 Orientation in SWG Guidelines and Revive the ailing SWGs</p> <p>2.9 joint learning events/trainings for SWG Secretariats and Desk Officers including study tour</p> <p>2.10 finalising the NHDR</p> <p>2.11 Conduct training policy analysis and formulation for planning officers</p>		
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	<p>2.12 stakeholder consultations on new national development strategy</p> <p>2.13 drafting strategy document incl. prioritization, results framework and costing</p> <p>2.13 Review of Vision 2020</p>			
Output 3: Government has sufficient capacity to effectively negotiate, manage and account for development assistance				
<p>Indicator 1: 2014/15FY Aid Atlas produced by October 2015; Baseline: No (2012); Target (2015) : Yes (500 copies)</p> <p>Indicator 2a: AMP integrated with IFMIS and PSIP</p> <p>Baseline 2014: No Target (2015): Yes</p>	<p>3.1 Capacity building for DAD staff</p> <p>3.2 Production and dissemination of debt and aid reports</p> <p>3.3 Development of Medium Term Debt Strategy (MTDS)</p> <p>3.4 Upgrade and extend access to AMP</p> <p>3.5 Disseminate Development Cooperation Strategy</p>			
<p>Indicator 2b: Number of unique visits on the AMP public portal ; Baseline (2014): tbd; Target (2014): tbd</p> <p>Indicator 2c: Number of DPs reporting on the online AMP. Baseline: 6 (2014) Target (2015): 12; Target (2016): All</p>	<p>3.6 Develop Technical Assistance Guidelines and Division of Labour (DoL) Terms of Reference (ToRs) for leading, delegating, active and withdrawing DP in a sector</p> <p>3.7 Effective preparation of HLF and DCG meetings</p>			

<p>Indicator 3: T/A Guidelines and DoL ToRs in place; Baseline: 0, Target: 2 Documents</p> <p>Indicator 4: Functional arrangements for mutual accountability in place Baseline: 1 DCG (2014) Target 2015: 1 HLF, 2 DCG meetings</p>	<p>3.7) Support to invigorate Economic Governance Sector Working Group</p> <p>3.8 Support Malawi's participation in international development effectiveness fora (Global Partnership for Effective Development Cooperation meetings and building blocks) and Co-chairmanship</p> <p>3.9 Undertake learning and information exchange on development effectiveness for government</p>		
<p>Indicator 5: Number of meetings around development effectiveness issues with Targeted Stakeholders Baseline: 1 (2014); Target: 6 (Academia, Parliament, CSO, institutions, Private Sector)</p> <p>Indicator 6: % of Joint Programme results achieved as per the AWP. Baseline: 70% Target (2016): 90% Target (2015): 80%</p>			

ANNEX III: RISK LOG

Project Title: Strengthening Institutional Capacity for Development Effectiveness and Accountability

#	Description	Type	Impact & Probability (scale from 1-low to 5-high)	Countermeasures/ Management response	Owner	Last Update	Status of risk
1	Lack of high-level political commitment for Development Effectiveness and Accountability and Results-Based Management practices	Political	Risk occurring would have a very serious negative impact making it extremely difficult to achieve the programme outcome. Probability: 3 Impact: 5	OPC and MoEPD to impress upon senior officials the need and merits of promoting development effectiveness and merits of RBM	Project Steering Committee and GFEM	11/01/20 16	The risk is now medium to low as there has been varied commitment and interest from some senior government officers to spearhead development effectiveness and RBM agenda , SWG and PBB approaches plus the establishment of National M&E Coordination Committee to reinforce commitment
2	Limited collaboration between Treasury and Economic Planning and Development (EPD) in promoting SWGs	Organizational	Risk occurring would have a negative impact making it difficult to achieve the programme outcome. Probability: 3 Impact: 5	Treasury and EPD to impress upon senior officials the need and merits of SWGs	Steering Committee	11/01/20 16	The risk is low as the new SWG guidelines were developed in collaboration with Treasury and OPC. The launching of the guidelines was led by OPC.
3	Sector Ministries not able or willing to provide M&E data to DoEPD	Strategic	Risk occurring would have a serious negative impact as it will hamper achievement of the programme outcome and outputs.	OPC to impress upon Sector Ministries to collaborate and coordinate with EPD; increase efforts to develop M&E capacity	Steering Committee, PSs MoEPD	11/01/20 16	This risk stands at medium as some sector ministries have been providing data while some still show no willingness. Setting up of

					of Ministries. Sector M&E officers to be part of Coordination meetings.				IPMIS in the 2016 AWP is expected to reduce this risk to low.
4	Insufficient funding from donors	Financial	Probability: 3 Impact: 4 Insufficient funding may suggest limited donor confidence in the programme. This would have a serious negative impact on achieving the programme outcome and outputs. Probability: 2 Impact: 4	MoFEPD and UNDP to lobby current and new donors to allocate extra funds	Steering Committee	11/01/20 16		This is no longer a risk as EU signed a Cooperation Agreement with UNDP to jointly fund DEAP activities until the end of the programme. What is required IPs is to prioritise the 2016 activities.	
5	Delays in financial reporting by DoEPD and Debt and Aid and PED (OPC) and qualified audits.	Financial	Will lead to delays in transfer of quarterly advances to F and MoFEPD, hence potential delay in the implementation of programme activities. Probability: 2 Impact: 3	MoFEPD to adhere to financial reporting deadlines. UNDP to facilitate advance transfers once financial reports approved.	UNDP Programme Analyst	11/01/20 16		This risk is low as there has been no significant delays in financial reporting during the previous years. However, EPD had a qualified audit in 2013 mainly because the component did not have an Accountant. The Accountant is now in place and other accounting systems.	
6	Non-state actors not willing to participate in government committees	Strategic	Could result in lack of ownership of national initiative and ineffective achievement of results Probability: 2 Impact: 2	MoFEPD to implement awareness programmes to motivate participation by non-state actors	PSC	11/01/20 16		This is still a risk and more work needs to be done particularly through Community Based Monitoring and Evaluation component and Kalondolondo. The National M&E Coordination Committee will lead on this.	

2016 DEVELOPMENT EFFECTIVENESS AND ACCOUNTABILITY PROGRAMME PROCUREMENT PLAN

Project	Description of Procurement Items		Quantity	COA						Currency	Available Budget in USD	Method of Procurement	Timeline for Procurement	Expected Delivery Date	Implementing partner focal point	Start of Project / AWP (Date)	Completion of Project/AWP (Date)	Responsible UNDP Prog. Analyst
	Description of goods, services or works to be procured	DETAILED SPECIFICATION S / TOR		UNIT OF MEASURE	FUND/ DONOR	Output	Activity	ACCOUNT	Estimated Unit Price									
	Scanners		2	30079/10159	00085206	0000000001	72805	840.82	USD	1,681.64	Government	1st February 2016	30th April 2016	Jimmy Kawaye	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	Laptop Computers		8	30079/10159	00085206	0000000001	72805	687.94	USD	5,503.54	Government	1st February 2016	30th April 2016	Jimmy Kawaye	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	Overhead Projector 2		1	30079/10159	00085206	0000000001	72805	1,070.13	USD	1,070.13	Government	1st February 2016	30th April 2016	Jimmy Kawaye	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	Printer		1	30079/10159	00085206	0000000001	72805	611.50	USD	611.50	Government	1st February 2016	30th April 2016	Jimmy Kawaye	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	Dongles		3	30079/10159	00085206	0000000001	72805	114.66	USD	343.97	Government	1st February 2016	30th April 2016	Jimmy Kawaye	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	Memory Sticks		15	30079/10159	00085206	0000000001	72805	18.35	USD	275.18	Government	1st February 2016	30th April 2016	Jimmy Kawaye	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	External Hard Drives		3	30079/10159	00085206	0000000001	72805	114.66	USD	343.97	Government	1st February 2016	30th April 2016	Jimmy Kawaye	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	Local consultant Support IPMIS		1	30079/10159	00085206	0000000003	71305	10,000.00	USD	10,000.00	UNDP	1st February 2016	March	Jimmy Kawaye	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	Local consultant Formulate M&E Policy		1	04000/00012	00085206	0000000003	71305	8,000.00	USD	8,000.00	UNDP	1st February 2016	April	Jimmy Kawaye	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	International Consultancy to train Independent Evaluators		15	30079/10159	00085206	0000000005	71205	666.67	USD	10,000.00	UNDP	1st February 2016	26th February, 2016	Mercy Salalah	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	Local Consultancy IPMIS		12	04000/00012	00085206	0000000005	71305	583.33	USD	7,000.00	UNDP	1st February 2016	26th February, 2016	Mercy Salalah	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	International Consultancy for Quarterly and Year End assessments and dissemination of results		10	30079/10159	00085206	0000000005	71205	667.00	USD	7,000.00	UNDP	1st February 2016	1st September 2016	Mercy Salalah	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	Printing of 1000 copies of Performance Contracting Guidelines		1000	30079/10159	00085206	0000000005	74210	8.00	USD	8,000.00	Government	1st February 2016	31st March 2016	Mercy Salalah	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	Local Consultant-IT Specialist PBB		10	04000/00012	0008541	0000000001	71305	500.00	USD	5,000.00	UNDP	1st February 2016	31st March 2016	Tithokazane Samuël	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	Local Consultancy SCDs		10	30079/10159	0008541	0000000002	71305	1,000.00	USD	10,000.00	UNDP	1st February 2016	31st March 2016	Betty Ngoma	20th January 2016	31st December 2016	Chimwenwe Mswoya	
	Printing of 1500 copies of NHDR		1000	30079/10159	0008541	0000000002	74210	40.00	USD	40,000.00	Government	1st February 2016	31st March 2016	Betty Ngoma	21st January 2016	31st December 2016	Chimwenwe Mswoya	
	Laptop Computers		5	30079/10159	0008542	0000000001	72805	690.00	USD	3,450.00	Government	1st February 2016	30th April 2016	Betty Ngoma	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	Printer		1	30079/10159	0008542	0000000001	72805	850.00	USD	850.00	Government	1st February 2016	30th April 2016	Betty Ngoma	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	Internet Router		1	30079/10159	0008542	0000000001	72805	200.00	USD	200.00	Government	1st February 2016	30th April 2016	Betty Ngoma	18th January 2016	31st December 2016	Chimwenwe Mswoya	
	International Consultancy Guidelines on Technical Assistance and Capacity Development		20	30079/10159	0008542	0000000002	71205	900.00	USD	18,000.00	UNDP	1st February 2016	31st March 2016	Betty Ngoma	30th January 2016	31st December 2016	Chimwenwe Mswoya	
	International Consultancy DEAP Evaluation		30	04000/00012	0008542	0000000003	71205	2,000.00	USD	60,000.00	UNDP	1st February 2016	31st March 2016	Jimmy Kawaye	30th January 2016	31st December 2016	Chimwenwe Mswoya	

DEAP

