



*Empowered lives.  
Resilient nations.*

## 2017 ANNUAL WORK PLAN

### SOCIAL COHESION PROJECT

**CP Outcome/UNDAF Key Priority 4:** National institutions effectively support transparency, accountability, participatory democracy and human rights by 2016.

**UNDAF Outcome 4.1:** National institutions foster democratic governance for all, especially women and children by 2016.

**UNDAF AP Output 4.1.2:** Capacity of National Institutions strengthened for collaborative dialogue to support the establishment and operationalization of the National Peace Architecture.

**CP Output:** Governance SWAP, national investment & capacity development plan; Strategic & capacity development plans for Parliament, Ombudsman, MHRC, MEC.

#### **Expected Project Outputs:**

**Output 1:** A National Peace Architecture framework developed and adopted

**Output 2:** Selected women and youth have capacity to actively participate in violence prevention, Dialogue, Mediation and Social Cohesion

**Output 3:** Effective project management services delivered.

**IRRF Indicator 5.5.1** Extent to which sustainable national and local human and financial capacities are in place to address emerging and/or recurring conflicts (**Milestone 2016:3**)

**IRRF Indicator 5.6.1** Extent to which national mechanisms for mediation and consensus-building show increased capacities to build consensus on contested issues, and resolve disputes (**Milestone 2016:3**)

Corresponding activities in annual work plan: 1.1, 1.2, 1.3, 1.4, 2.1

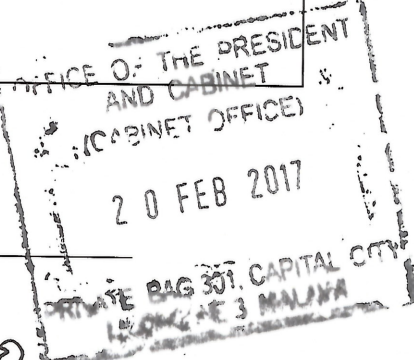
**Implementing Partner:** Office of President and Cabinet (OPC), National Peace Architecture Secretariat

**Responsible Party:** Ministry of Civic Education, Culture, and Community Development

**Brief Description**

The Social Cohesion project is designed to support the Government of Malawi in its endeavour to establish a National Peace Architecture (NPA) that will provide a platform for collaborative dialogue, peace building and conflict prevention. This is in line with the constitutional provision, section 13(I), which calls for the “adoption of mechanisms for peaceful settlement of conflicts through, among other strategies; conciliation, and mediation to ensure that the country is secure and democratically mature”. Building on all the support rendered to the Government of Malawi in this area since 2012, which has among others resulted in key stakeholder acceptance and buy-in. The project has had significant achievements that include a report for the establishment of a NPA in Malawi; a draft NPA strategy; a draft Communication Strategy and a draft Peace Policy. UNDP will in 2017 continue to support the processes toward the establishment of this national peace architecture, while strategizing on transitioning the various aspects of UNDP’s support to peacebuilding in the country into a unified peace building structure and system. The AWP will focus on supporting the creation of a conducive policy environment and legal framework for the establishment of the NPA, and this will be through; finalization and approval of the Strategic Plan and draft Peace Policy; Drafting the NPA Bill; establishing of 11 additional Districts Peace Committees; and formulating a 3-year Project that will roll out the national peace architecture and support the electoral process towards the 2019 elections. Approval of the Peace Policy is pivotal to realize results of interventions planned for 2017. This AWP will also continue to support initiatives aimed at increasing the participation of youth and women through youth and women peace forums at both national and regional levels.

Project Title: <b>Social Cohesion</b>	Total Resources Required: \$ 420,000
Project component: <b>Democratic Governance</b>	Total Allocated Resources: \$ 420,000
Project ID: <b>00073899</b>	<ul style="list-style-type: none"> <li>• Regular: \$ 400,000</li> <li>• UNDP/DPA JP \$ 20,000</li> </ul>
Start Date: <b>01.01.2017</b>	
End Date: <b>31.12.2017</b>	
Implementation Modality: <b>NIM</b>	



AGREED By (Office of President and Cabinet):

*[Handwritten signature]*

*20/2/2017*

DATE AND SIGNATURE

Signed By (UNDP):



*[Handwritten signature]*

*17/2/17*

DATE AND SIGNATURE

EXPECTED OUTPUTS And baseline, indicators including annual targets	PLANNED ACTIVITIES List activity results and associated actions	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Funding Source	Budget Description	Amount(\$)
<b>Output 1</b> Inclusive and Gender Sensitive National Peace Architecture institutionalized.  <b>Indicator 1:</b> : An approved NPA policy in place  <b>Baseline</b> : No (2016): <b>Target</b> : Yes (2017):  <b>MoV Project Progress</b> Reports	<b>Activity Result for output 1.1:</b> NPA Policy <b>Action:</b> <ul style="list-style-type: none"> <li>Cabinet meetings on NPA policy</li> </ul>		x			OPC, CSO Taskforce	TRAC	75700-Conference 72500-stationery	800 1 00
<b>Indicator 2:</b> Number of Districts Peace Committees established. Baseline: 3(2016) Target:14 (2017)	<b>Activity Result for output 1.2:</b> NPA legal frameworks developed <b>Action:</b> <ul style="list-style-type: none"> <li>Drafting of the NPA bill</li> </ul>		x					72400-Comm 75700-conference 72300-fuel 71600-travel 72500-stationery	300 3,000 900 800 500
<b>Indicator 3:</b> Number of conflict early indicators monitored and intervened in by DPCs	<b>Activity Result for output1.3:</b> District Peace Committees established and operationalized in 11								

<b>Baseline:</b> 3 (2016) <b>Target :</b> 14 (2017)  <b>MoV:</b> Assessment and Progress reports, early warning monitoring reports	districts (2 in the North, 4 in the Central, 5 in the South) <sup>1</sup> <b>Action:</b> <ul style="list-style-type: none"> <li>Assessment of 3 pilot DPCs</li> </ul>	X							75700-Conference 72300-fuel 74500-stationery 72400-comm  71300-locConsult   75700-Conference 72300-Fuel 71600-Travel 72500-Stationery 72400-Comm <sup>2</sup> 72200-Equip	3,500 1,000 800 500  15,000   83,000 6,500 2,500 2,500 10,500 24,000
	<ul style="list-style-type: none"> <li>Train 11 new DPCs in selected districts in peacebuilding skills</li> </ul>	X								
	<ul style="list-style-type: none"> <li>Establish District Peace Committees (DPCs) in the North (2), Central (4) and South (5)</li> </ul>	X	X	X	X					

<sup>1</sup> Consultations and coordinating meetings will be held with the Ministry of Local Government and MALGA. Ministry of Local Government to assist with the identification of priority districts.

<sup>2</sup> Each member of DPC to receive 500MWWK for airtime per month



												<ul style="list-style-type: none"> <li>Support organization of National Youth Peace Forum UNSCR 22.50</li> <li>Convene Women in Peace building regional dialogues on UNSCR 1325<sup>5</sup></li> <li>Support International Day of Peace activities</li> <li>Facilitate Collaborative Leadership and Dialogue<sup>6</sup> for 30 selected national leaders</li> </ul>	<ul style="list-style-type: none"> <li>75700-Conference</li> <li>72300-fuel</li> <li>71600-Travel</li> <li>74500-stationery</li> <li>72400-comm</li> <li>75700- Conference</li> <li>72500- Stationery</li> <li>71600-travel</li> <li>72400- Comm</li> <li>71300-LocConsult</li> <li>72500-media</li> <li>75700-Conference</li> <li>71600-travel</li> <li>72500-Stationery</li> <li>72400-Comm</li> </ul>	<ul style="list-style-type: none"> <li>3,000</li> <li>1,500</li> <li>1,000</li> <li>500</li> <li>500</li> <li>10,000</li> <li>500</li> <li>2,000</li> <li>750</li> <li>6,000</li> <li>500</li> <li>7,000</li> <li>3,500</li> <li>1,500</li> <li>1,000</li> </ul>
<b>Sub Total</b>											<b>146,750</b>			
<b>Output 3</b> Programme management and support capacities acquired and utilized.	<b>Activity Result 3.1:</b> <b>Activity Result for output 3.1:</b> Peacebuilding skills of NPA secretariat enhanced <b>Action:</b>													

<sup>5</sup>NPA will support the work of NAWIP regional meetings therefore UN Women should come in with support for UNSCR1325 commemoration day and other activities.

<sup>6</sup> Budget did not include the hiring of an International Trainer for this training.

<p><b>Indicators:</b> Project delivery rate  <b>Baseline: 80% (2016)</b>  <b>Targets: 95% (2017)</b></p> <p><b>MOV:</b> Delivery Analysis report, progress and annual report</p>	<ul style="list-style-type: none"> <li>Operational support to NPA Secretariat office<sup>7</sup></li> <li>Capacity development of secretariat and Tripartite Team <i>(including training of the tripartite Team on Mediation and Negotiation, CLD trainings for Cabinet, Parliament etc.)</i></li> </ul>	<ul style="list-style-type: none"> <li>Steering committee meetings</li> <li>Tripartite Committee (UNDP/Government, Civil Society) Meetings</li> <li>CSO Taskforce meetings</li> <li>Project Management Meetings</li> <li>Support to development of Project Document</li> <li>Support development of Resource Mobilization strategy</li> </ul>	<ul style="list-style-type: none"> <li>Activity Result for output 3.2: Effective project management services</li> </ul>	<p><b>Actions:</b></p>	<ul style="list-style-type: none"> <li>x</li> <li>x</li> <li>x</li> <li>x</li> <li>x</li> <li>x</li> <li>x</li> <li>x</li> <li>x</li> </ul>	<ul style="list-style-type: none"> <li>x</li> <li>x</li> <li>x</li> <li>x</li> <li>x</li> <li>x</li> <li>x</li> <li>x</li> <li>x</li> </ul>	<ul style="list-style-type: none"> <li>x</li> <li>x</li> <li>x</li> <li>x</li> <li>x</li> <li>x</li> <li>x</li> <li>x</li> <li>x</li> </ul>	<ul style="list-style-type: none"> <li>OPC, CSO Taskforce,</li> <li>UNDP</li> </ul>	<ul style="list-style-type: none"> <li>TRAC</li> <li>UNDP/D PA Joint Programme</li> <li>TRAC</li> </ul>	<ul style="list-style-type: none"> <li>75700-Conference 72500-Stationary 72400-Comm</li> <li>71200- Inter Consil 75700- Conference 72500- Stationary</li> <li>75700- Conference</li> <li>75700-Conference</li> <li>75700- Conference 72200-Equip</li> <li>75700- Conference</li> <li>72100- Inter Consul 75700-Conference 72300- Fuels</li> <li>75700-Conference</li> </ul>	<ul style="list-style-type: none"> <li>2,000</li> <li>2,500</li> <li>2,000</li> <li>15,600</li> <li>5,000</li> <li>1,000</li> <li>800</li> <li>4,500</li> <li>3,000</li> <li>1,000</li> <li>1,500</li> <li>15,000</li> <li>5,000</li> <li>1,000</li> <li>1,000</li> <li>1,000</li> </ul>
--	--	---	---	------------------------	---	---	---	---	---	---	--

<sup>7</sup> Support to bi-annual review and work plan meetings.

	<ul style="list-style-type: none"> <li>• Provide for UNDP project technical support, assurance, coordination and management</li> </ul>	x	x	x	x				1,500
	<ul style="list-style-type: none"> <li>• Facilitate project audits</li> </ul>	x	x	x	x			72300-fuel  72300-Mat(fuel) insurance 61200-Salaries 61100-Salaries 71400-Salaries  74100- Audit fees	1,000 1,500 13,721 9,719 23,710  4,000
<b>Sub Total</b>									<b>117,050</b>
<b>TRAC</b>									<b>400,000</b>
<b>UNDP/DPA Joint Programme</b>									<b>20,000</b>
<b>GRAND TOTAL (USD)</b>									<b>420,000</b>



**ANNEX I: MONITORING TOOL**

**CP Component:** Democratic Governance  
**Implementing Partner:** Office of the President and Cabinet

<p><b>EXPECTED CP OUTPUTS AND INDICATORS INCLUDING ANNUAL TARGETS</b></p>	<p><b>PLANNED ACTIVITIES</b> <i>List all the activities including monitoring and evaluation activities to be undertaken during the year towards stated CP outputs</i></p>	<p><b>EXPENDITURES</b> <i>List actual expenditures against activities completed</i></p>	<p><b>RESULTS OF ACTIVITIES</b> <i>For each activity, state the results of the activity</i></p>	<p><b>PROGRESS TOWARDS ACHIEVING CP OUTPUTS</b> Using data on annual indicator targets, state progress towards achieving the CP outputs. Where relevant, comment on factors that facilitated and/or constrained achievement of results including:                      - <i>Whether risks and assumptions as identified in the CP M&amp;E Framework materialized or whether new risks emerged</i>                      - <i>Internal factors such as timing of inputs and activities, quality of products and services, coordination and/or other management issues</i></p>
<p><b>Output 1</b> Inclusive and Gender National Peace Architecture established.  <b>Baseline 1:</b> Final Draft NPA policy.</p>	<p><b>Activity Result for output 1.1:</b> NPA policy approved  <b>Action:</b>  <ul style="list-style-type: none"> <li>● Cabinet meetings on NPA policy</li> </ul> <b>Activity Result for output 1.2:</b></p>			

<p><b>Target 1: NPA</b> policy approved and launched.</p> <p>NPA Bill drafted</p> <p><b>MoV 1:</b></p> <p>1.1. Approved NPA policy</p> <p>1.2. Draft NPA bill</p> <p><b>Indicator 2:</b> Number of Districts Peace Committees established.</p> <p>Number of conflict early indicators monitored and intervened in by DPCs</p> <p><b>Baseline 2: 3</b></p> <p><b>Target 2: 14</b></p> <p><b>MoV: Assessment and Progress</b></p>	<p>NPA legal frameworks developed</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• Drafting of the bill</li> </ul> <p><b>Activity Result for output1.3:</b></p> <p>District Peace Committees established and operationalized in 11 districts (2 in the North, 4 in the Central, 5 in the South)</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• Assessment of 3 pilot DPCs</li> <li>• Train DPC's in selected districts</li> <li>• Establish Pilot District Peace Committees (DPC's) in the North (2), Central (4) and South (5)</li> </ul>			
---	--	--	--	--

<p>reports, early warning monitoring reports</p>				
<p><b>Output 2</b>          Conflict prevention, management and transformation mechanisms and capacities enhanced.</p> <p><b>Indicator:</b>          Number of stakeholder capacitated in peace processes</p> <p><b>Baseline:</b> 134</p> <p><b>Targets:</b> 300</p> <p><b>MoV:</b> Progress report</p>	<p><b>Activity Result for Output 2.1:</b>          Selected sectors have capacity to actively participate in problem solving, Dialogue, Mediation and Social Cohesion</p> <p><b>Action</b></p> <ul style="list-style-type: none"> <li>• Stakeholder Mapping/ Analysis</li> <li>• Develop concept paper on peace education</li> <li>• Support to Ministry of Civic Education and Community Development (<i>strategy plan on civic education</i>)</li> </ul> <p>• National Youth Peace Forum UNSCR 2050</p> <ul style="list-style-type: none"> <li>• Convene Women in Peace building regional dialogues on UNSCR 1325</li> <li>• Mainstreaming of gender equality Act in District Peace Committees</li> </ul>			

	<ul style="list-style-type: none"> <li>• International Day of Peace</li> <li>• Collaborative Leadership and Dialogue</li> </ul>		
<p><b>Output 3</b></p> <p>Programme management and support capacities acquired and implemented.</p> <p><b>Indicators:</b> Project delivery rate</p> <p><b>Baseline:</b> 80%</p> <p><b>Targets:</b> 95%</p> <p><b>MOV:</b> Delivery Analysis report, progress and annual report</p>	<p><b>Activity Result 3.1:</b></p> <p><b>Activity Result for output 3.1:</b> Capacity of NPA secretariat enhanced</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• Operational support to NPA Secretariat office</li> <li>• Capacity development of secretariat and Tripartite Team (<i>including training of the tripartite Team on Mediation and Negotiation, CLD trainings for Cabinet, Parliament etc.</i>)</li> <li>• Steering committee meetings,</li> <li>• Tripartite Meetings</li> <li>• CSO Taskforce meetings</li> <li>• Project Management Meetings</li> </ul>		

	<ul style="list-style-type: none"> <li>• Support to development of Project Document</li> <li>• Resource Mobilization strategy</li> </ul> <p><b>Activity Result for output 3.2:</b> Effective project management services</p> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• Provide for UNDP project assurance, coordination and management</li> <li>• Vehicle Maintenance and Insurance</li> <li>• Salary for UNDP staff</li> <li>• Facilitate project audits</li> </ul>			
--	--	--	--	--

**Annex II: Procurement Plan**

<b>ANNUAL PROCUREMENT PLAN</b>											
<b>PROJECT TITLE:</b>	Social Cohesion										
<b>PROJECT ID:</b>	00073899										
<b>ANNUAL PLAN PERIOD:</b>	1 <sup>st</sup> January to 31 <sup>st</sup> December, 2017										
<b>REQUESTER:</b>	Office of the President and Cabinet										
Description of Procurement Items	Quantity	UNIT OF MEASURE	COA		Estimated Price	Currency	Available Budget in USD	Method of Procurement	Timeline for Procurement	Implementing partner focal point	Responsible UNDP Prog. Analyst
			FUND DONOR	OUTPUT							
Procurement of a local consultant for training of district peace committees	90	Person Days	0400 0/00 012	2	71300	15,000	USD	Government Procurement	1 <sup>st</sup> February, 2017	Luckie Sikwese	Busekese Kilembe
Procurement of a local Consultant for Stakeholder Mapping/Analysis	30	Person Days	0400 0/00 012	2	71300	6,000	USD	Government Procurement	1 <sup>st</sup> February, 2017	Luckie Sikwese	Busekese Kilembe

Procurement of 12 laptops and 99 cell phones	6	Equipment	0400 0/00 012	0008649	3	72200	24,000	24,000	USD	UNDP Procurement	31 <sup>st</sup> March, 2017	Luckie Sikwese	Busekese Kilembe
Procurement of Local Consultant for Training of Regional National Women in Peacebuilding	30		0400 0/00 012	00086496	1	71300	6,000	6,000	USD	Government Procurement	1 <sup>st</sup> July, 2017	Luckie Sikwese	Busekese Kilembe
Procurement of International Consultant for CLD trainings	10	Person days	3000 0/00 551	00034603	Pro Sup por t	71200	15,600	15,600	USD	UNDP Procurement	1 <sup>st</sup> March, 2017	Luckie Sikwese	Busekese Kilembe
Procurement of International Consultant to support PRODOC formulation	30	Person days	0400 0/00 012	00086499		71200	15,000	15,000	USD	UNDP Procurement	17 <sup>th</sup> February, 2017	Luckie Sikwese	Busekese Kilembe
<b>Note:</b>													
IP shall request UNDP Country Office to provide project support services by specifying "UNDP Support Service" under "Method of Procurement."													
If any changes to be made on the procurement plan for UNDP Support Services, such as descriptions, specifications and quantity of the procured items, IP shall notify the changes by writing to UNDP Country Office.													
The procurement of goods and services and the recruitment of project personnel conducted through UNDP Support Service method, the UNDP country office shall be in accordance with the UNDP regulations, rules, policies and procedures.													
The costs incurred by the UNDP country office in providing such support services shall be recovered from the administrative budget of the office.													