

**United Nations Development Programme  
Philippines**



**Project Title: Local Governments Leapfrogging into 21<sup>st</sup> Century Service Delivery  
(Engagement Facility)**

**Implementing Partner: United Nations Development Programme**

**Project Description**

This project will harness the transformative power of new technologies to deliver essential services in completely new ways. The vast majority of Local Government Units (LGUs) in the Philippines are trapped in archaic, inefficient, non-transparent and paper-based, overly bureaucratic systems that lead to poor quality, non-responsive and unaccountable service delivery, with high corruption risks.

With the passage of the Organic Law for the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) in late July 2018, a specific opportunity emerged to work on a region-wide digitalization initiative with the Ministry of the Interior and Local Government (MILG) in BARMM as part of the Country Office support for post-conflict development in the poorest region of the Philippines.

UNDP will work with two (2) LGUs with characteristics that reflect the types of municipalities where the poor and vulnerable are concentrated (poor rural areas affected by conflict and/or vulnerable to natural disasters and highly urbanised with pockets of extreme deprivation. The project will prototype approaches to redesigning business processes for essential services to make them future-ready, user-centred, more efficient and less prone to corruption. The project will establish platforms that provide a robust evidence base for integrated planning and investment to achieve the SDGs

**Country Programme Period:** 2018-2020

**Project/Outputs ID:** 112294/110896

Project Start Date: 2018

Project End Date : 31 December 2020

Project Board Meeting Date: Not applicable

**2020 AWP budget:**

Total resources required: \$ 84,403.35

Total allocated resources: \$ 84,403.35

- EF 30084: 62,400.00 USD
- CIF 11968: 22,003.35 USD

Unfunded budget: \_\_\_\_\_

In-kind Contributions: \_\_\_\_\_

Agreed by:

  
**ENRICO GAVEGLIA**, Deputy Resident Representative, UNDP

Date:

04-Dec-2020

*MTVC*

## I. 2020 ANNUAL WORK PLAN

**Project Title:** Local Governments Leapfrogging into 21<sup>st</sup> Century Service Delivery

**Project ID:** 112294

**Output ID:** 110896

**Implementing Partner:** United Nations Development Programme

EXPECTED OUTPUT # 1. Presence of a government innovation lab for digital transformation														
Project Output Indicator/s										Baseline (2018)		Target (2020)		
Indicator 1.1. Number of report(s) on innovation lab for government's digital transformation										0		1		
PLANNED ACTIVITIES										PLANNED BUDGET				
Activity Description	Sub-Activity Deliverables	TIMEFRAME							Responsible Party	Funding Source/Donor	Budget		Amount	
		Jun	Jul	Aug	Sept	Oct	Nov	Dec			Code	Description	US \$	
1.1.1 Meetings and consultation on the creation of innovation laboratories	Selection and 2profiling/assessment of e-readiness of 2 project sites					X	X		UNDP	UNDP-30084	71300	Local Consultant	15,000.00	
	Innovation laboratories business model						X	X			71400	Service Contract	15000.00	
1.1.2 Design of the innovation laboratories	Report on menu of options for the innovation lab						X	X		CIF 11968	73400	71600	Travel	1600.00
	Prototype of innovative solutions					X	X	X					Rental	100.00
<b>OUTPUT# 1 Sub- TOTAL</b>												<b>44,700.00</b>		

EXPECTED OUTPUT # 2. Digital product development															
Project Output Indicator/s										Baseline (2018)		Target (2020)			
Indicator 2.1.: Number of business processes mainstreamed and made available for government through the web portal										0		3			
Indicator 2.2.: Number of government officials trained on business process management and service delivery through web portals										0		30			
PLANNED ACTIVITIES										PLANNED BUDGET					
Activity Description	Sub-Activity Deliverables	TIMEFRAME							Responsible Party	Funding Source/Donor	Budget		Amount		
		Jun	Jul	Aug	Sept	Oct	Nov	Dec			Code	Description	US \$		
2.1.1. Digitalization of select streamlined business processes of the MILG and two (2) pilot LGUs.	Engagement of web developer	x							UNDP	CIF 11968	71300 71600 73400	Local Consultant	512.32		
	Conduct of workshop for digitalization of the selected simplified processes					x	x					Travel			
	Website Development				x	x	x	x				Rental			
	Training of users							x							
2.1.2 Undertake Empathy Training to drive change in service delivery behaviour (with Technical Support from a2i)	Engagement of consultant for empathy training				x	x	x	x				71300		Local Consultant	1614.66
	Forge partnership with selected CSO/HEI					x						71600		Travel	570.72
	Development of localized empathy training modules					x	x							Learning Cost	
	Conduct of Empathy Trainings						x								

EXPECTED OUTPUT # 2. Digital product development												
Project Output Indicator/s									Baseline (2018)		Target (2020)	
	Report writing on the results of the empathy exercise								X			
<b>OUTPUT# 2 Sub- TOTAL</b>											<b>2,697.70</b>	

EXPECTED OUTPUT # 3. SDG monitoring dashboard													
Project Output Indicator/s									Baseline (2018)		Target (2020)		
Indicator 3.1: Number of SDG dashboards made accessible to government									0		3		
PLANNED ACTIVITIES									PLANNED BUDGET				
Activity Description	Sub-Activity Deliverables	TIMEFRAME							Responsible Party	Funding Source/Donor	Budget		Amount
		Jun	Jul	Aug	Sept	Oct	Nov	Dec			Code	Description	US \$
3.1.1. Assessment of data eco-system of 2 LGUs	SDG Data Lab Workshop (DevLIVE+, CBMS, Admin Data, etc)							X			Note: No planned budget for this year since Consultants were already engaged last year.		
	Assessment report on the use of DevLIVE+						X						
	Assessment report with recommendations on designing SDG monitoring dashboard		X	X									
3.1.2. Setting up of SDG monitoring dashboard	Development of SDG monitoring dashboards at the LGU level			X	X	X							
<b>OUTPUT# 3 Sub- TOTAL</b>											<b>0.00</b>		

EXPECTED OUTPUT # 4. Knowledge dissemination														
Project Output Indicator/s										Baseline (2018)		Target (2020)		
Indicator 4.1: Number of government officials and citizens with increased awareness on SDGs										0		50		
PLANNED ACTIVITIES										PLANNED BUDGET				
Activity Description	Sub-Activity Deliverables	TIMEFRAME							Responsible Party	Funding Source/Donor	Budget		Amount	
		Jun	Jul	Aug	Sept	Oct	Nov	Dec			Code	Description	US \$	
4.1.1 Conference on Digital Transformation for the SDGs	Best practices and knowledge generated from LGUs, CSOs, private sector and citizens												Note: No planned budget for this year since Consultants were already engaged last year.	
<b>OUTPUT# 4 Sub- TOTAL</b>													<b>0.00</b>	

EXPECTED OUTPUT # 5. Effective project management													
Project Output Indicator/s										Baseline (2018)		Target (2020)	
PLANNED ACTIVITIES										PLANNED BUDGET			
Activity Description	Sub-Activity Deliverables	TIMEFRAME							Responsible Party	Funding Source/Donor	Budget		Amount
		Jun	Jul	Aug	Sept	Oct	Nov	Dec			Code	Description	US \$
Programme Management	<ul style="list-style-type: none"> <li>▪ Staffing and hiring</li> <li>▪ Annual Work Plan/ Revised AWP</li> <li>▪ Annual Project Report</li> <li>▪ Quarterly Project Report</li> </ul>								UNDP	UNDP 30084			
											71300	Local Consultant	10,000
		x	x	x	x	x	x	x			75100	GMS	5000
											74500	DPC	2800
									11968-CIF	71400	Service Contract	19,205.65	
<b>OUTPUT# 5 Sub- TOTAL</b>													<b>37,005.65</b>
<b>OVER-ALL TOTAL</b>													<b>84,403.85</b>

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## **II. MONITORING AND EVALUATION PLAN**

<b>Expected Results &amp; (Outcome &amp; Output)</b>  <i>Obtained from AWP results framework</i>	<b>Indicators</b>  <i>With what indicators the quality of the results will be measured?</i>  <i>With Baselines and indicative targets</i>	<b>Data Collection Methods</b>  <i>How will the data be obtained?</i>	<b>Time or Schedule and Frequency</b>	<b>Means of Verification: Data Source and Type</b>  <i>What method will be used to determine if the indicator target has been met?</i>	<b>Responsibilities</b>  <i>Who is responsible for organizing the data collection and verifying data quality and source?</i>	<b>Resources</b>  <i>What are the resources required and committed for carrying out planned monitoring activities?</i>	<b>Risks and Assumptions</b>  <i>What are the risks and assumptions? How will it affect the planned monitoring events and quality of data?</i>
1. Presence of a government innovation lab for digital transformation	Indicator 1.1 Number of report(s) on innovation lab for government's digital transformation <i>Baseline: 0</i> <i>Target: 1</i>	Submission of accomplishment reports	Quarterly	<b>Accomplishment Report</b>	Collecting data: Consultant Quality assurance: UNDP – I&P Team	Personnel, dashboard, and travel cost.	Technical expertise of consultant and availability of the key partner
2. Digital product development	Indicator 2.1: Number of business processes mainstreamed and made available for government through the web portal <i>Baseline: 0</i> <i>Target: 3</i>  Indicator 2.2: Number of government officials with increased capacities on business process management and service delivery through web portals <i>Baseline: 0</i> <i>Target: 30</i>	Submission of accomplishment reports and data dashboards	Quarterly	<b>Accomplishment Reports ad Data Dashboards</b>	Collecting data: Consultant Quality assurance: UNDP – I&P Team	Personnel, dashboard, and travel cost.	Technical expertise of consultant and availability of the key partner



3. SDG monitoring dashboard	Indicator 3.1: Number of SDG dashboards made accessible to government <i>Baseline: 0</i> <i>Target: 3</i>	Submission of accomplishment reports and data dashboards	Quarterly	<b>Accomplishment Reports ad Data Dashboards</b>	Collecting data: Consultant Quality assurance: UNDP – I&P Team	Personnel, dashboard, and travel cost.	Technical expertise of consultant and availability of the key partner
4. Knowledge dissemination	Indicator 2.2: Number of government officials and citizens with increased awareness on SDGs <i>Baseline: 0</i> <i>Target: 50</i>	Submission of accomplishment reports	Quarterly	<b>Accomplishment Report</b>	Collecting data: Consultant Quality assurance: UNDP – I&P Team	Personnel, dashboard, and travel cost.	Technical expertise of consultant and availability of the key partner

### III. ANNUAL PROCUREMENT PLAN

Bureau: RBAP | Business Unit: Philippines | Project ID: 00110896 | Year: 2020 | Report Date: May 09, 2020

#	Request ID	Requester Name	Title of Procurement Action	Type of Procurement Action	Procurement Category	Estimated Contract Value (USD)	Is Amendment?	Amendment Value (USD)	Submission Date for Documents	Target Purchase Order Date (if Goods)
1	PHL-0000101295	Jason Alessandro Manilay	BARMM SEI National Consultant	Individual Contract	Individual Consultants - National	16,500	No	0		
1	PHL-0000076458	Dee Urtua	International Consultant - Leapfrogging Service Delivery Project	Individual Contract	Individual Consultants - International	2,862	No	0		
2	PHL-0000077055	Dee Urtua	Documenter for a2i Mission	Individual Contract	Individual Consultants - National	469	No	0		
3	PHL-0000083523	Dee Urtua	IC_LEAPS Prodop Consultant	Individual Contract	Individual Consultants - International	9,970	No	0		
4	PHL-0000085535	Dee Urtua	Amendment for LEAPS Prodop Consultant	Individual Contract	Individual Consultants - International	0	Yes	0		
5	PHL-0000085780	Dee Urtua	DevLive+ System Developer	Individual Contract	Individual Consultants - National	30,000	No	0		
6	PHL-0000085843	Dee Urtua	DevLive+ Subject Matter Expert	Individual Contract	Individual Consultants - National	40,000	No	0		

#### IV. RISK LOG (UPLOAD IN ATLAS: GRANTS > PROJECT MANAGEMENT > APPROVED PROJECTS > RISKS)

No.	Description	Date Identified	Type	Impact & Probability	Countermeasures/ Management Response	Owner	Last Update	Status
1	Delays on project implementation due to COVID-19 pandemic	4/1/2020	Operational	P = 5 I = 5	To resort to online learning/zoom sessions	UNDP Team	9/25/2020	On-going concern
2	Weak internet connectivity and poor road network in Butig residents which makes it not qualified to be a pilot site.	9/13/2020	Operational	P = 5 I = 5	To discuss the matter with Minister Sinarimbo since he was the one who identified Butig as a pilot site. Conduct ocular visit and administer the checklist of criteria to Butig.	TWG-PMO	9/25/2020	For ocular visitation to confirm status. Dir. Fausiah "Fong" K. Romanacap-Abdula - LGOO VII / OIC Director II, Operations Management Service has already discussed the matter with Minister Sinarimbo. The Minister will have a meeting with the Mayors of Butig as well as Piagapo to re-confirm their commitment to the project on 28 September 2020.
3	Low level of e-readiness of the residents of Butig to make full use of the e-services.	9/15/2020	Operational	P = 4 I = 4	Add e-readiness of residents of pilot in the checklist of criteria for the selection of pilot sites to ensure that the e-services to be launched are maximized.	TWG	9/25/2020	Checklist to be completed.

4	Delayed deployment of Free Wifi for All in Lanao del Sur Province	9/30/2020	Operational	P = 4 I = 4	Communication with the Project Team for constant updates.	PMO	10/14/2020	On-going concern: Area is prioritized by the FWFA project for provision of wifi connection.  Butig: Very Small Aperture Terminal (VSAT) ready for connecting; ongoing VSAT deployment for Piagapo.
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