COMPONENT 1: COVER PAGE

Sudan

UNDAF Outcome(s)/Indicator(s)

The UN aims to support the effective implementation of the CPA and peaceful resolution of conflicts throughout the country through the creation of an enabling environment for (1) the expansion of the delivery of basic social services of acceptable quality, (2) facilitating the spontaneous and organized voluntary return and reintegration of displaced people, (3) ensuring improved access to adequate levels of essential/life-sustaining assistance for people in need, (4) the promotion and protection of human rights and the rule of law (5) the implementation of a national DDR programme, (6) formulating and implementing a comprehensive response to HIV/AIDS, and (7) the implementation of a well-designed mine action programme, including targeted Mine Risk Education.".

Expected Outcome(s)/Indicator (s):

1) Institutional capacity of Local Government improved to adequately plan, set priorities, manage revenue and expenditure, and deliver basic services in an equitable manner. The indicators are: (i) number of state strategic plans and state budgets finalized; (ii) number of Governors' Fora convened; and (iii) number of Local Government Officials trained in planning and budgeting.

Expected Output(s)/Annual Targets:

1. Policy frameworks/strategies for supporting decentralized governance formulated
2. Enhanced State capacity in planning, budgeting and public financial management
3. Enhanced capacity of state assemblies for law making and oversight functions.
4. Enhanced State capacity in urban management and rehabilitation of State physical infrastructure.

Executing Entity: UNDP

Implementing Agencies: MoPA, MOFEP, MPA, MHLPU and 10 State Governments

In close collaboration with the Government of Southern Sudan and with financial contributions from UNDP's Strategic Partners (DFID and Netherlands) and from the Belgian Government, UNDP implemented the preparatory assistance phase of Support to the States Programme. The programme contributed to capacity building in planning and budgeting; the strengthening of pluralist, democratic/parliamentary culture and supported the establishment of Governors' Fora as a mechanism for inter-governmental policy dialogue. Building on these achievements, and considering the evolving needs and priorities of the States, this project seeks to further strengthen the capacity of the 10 State Governments in promoting; participatory decentralized governance and effective service delivery. In this respect, the project will focus on support for policy coordination on support to states; planning, budgeting and application of public financial management policies; capacity building of State legislators; and urban and physical infrastructure rehabilitation management.

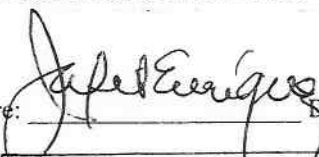|	
Programme Period: 2007 - 2009	
Programme Component: Governance	
Project Title: Support to the States	
Project ID: 00043174	
Project Duration: 1st July 2007 – 31st Dec 2009	
Management Arrangement: DEX	

Total Budget	12,212,515
Allocated resources:	
o DFID	1,267,535
o Dutch	1,000,000
Unfunded budget:	9,944,980

Agreed By: H.E. Kuol Athien Mawein, Minister of Finance and Economic Planning, Government of Southern Sudan.

Signature: _____ Date: 8/10/2007

Agreed By: Jafet Enriquez, UNDP Deputy Country Director/ Head of South Sudan Office

Signature: _____ Date: 18/9/07

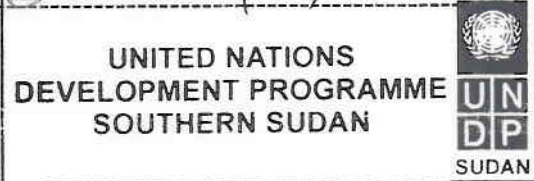*UNDP/GoSS Support to the States Programme – Phase II (2007 – 2009)*

**UNITED NATIONS
DEVELOPMENT PROGRAMME
SOUTHERN SUDAN**

UNDP SUDAN

TABLE OF CONTENTS

LIST OF ACRONYMS

ALD	=	Appointment of Limited Duration
AWP	=	Annual Work Plan
CPA	=	Comprehensive Peace Agreement
CSOs	=	Civil Society Organizations
DEX	=	Direct Execution
DFID	=	Department For International Development
GFSS	=	Governors Forum of Southern Sudan
GGEPP	=	Good Governance, Equity and Political Participation
GMS	=	General Management Services
GoNU	=	Government of National Unity
GoSS	=	Government of Southern Sudan
ICSS	=	Interim Constitution of Southern Sudan
IDPs	=	Internally Displaced Persons
IOM	=	International Organization on Migration
ISS	=	Implementation Support Services
JAM	=	Joint Assessment Mission
JDT	=	Joint Donor Team
JIU	=	Joint Integrated Units
LGB	=	Local Government Board
LGRP	=	Local Government Recovery programme
MDGs	=	Millennium Development Goals
MDTF	=	Multi Donor Trust Fund
MHLPU	=	Ministry of Housing, Lands & Public Utility
MOF	=	Ministry of Finance
MOF&EP	=	Ministry of Finance & Economic Planning
MoPA	=	Ministry of Presidential Affairs
MoU	=	Memorandum of Understanding
MPA	=	Ministry of Parliamentary Affairs
MPI	=	Ministry of Physical Infrastructure
MYFF	=	Multi Year Funding Framework
NGOs	=	Non Governmental Organizations
UNCDF	=	United Nations Capital Development Fund
UNDAF	=	United Nations Development Assistance Framework
UNDP	=	United Nations Development Program

UNDP/GoSS Support to the States Programme – Phase II (July 2007 – December 2009)

COMPONENT 2: SITUATION ANALYSIS

The Comprehensive Peace Agreement (CPA) signed in January 2005 was a landmark event in the history of the Sudan, ending more than 20 years of civil war in the country and creating, at last, an opportunity to cultivate peace and development. The conflict resulted in Southern Sudan having some of the lowest development indicators to be found anywhere in the world. The 2005, the Joint Assessment Mission (JAM) report (http://www.unsudanig.org/JAM/drafts/index.jsp refers) provides a comprehensive synthesis of the situation, identifying challenges and opportunities for sustained peace and development.

The CPA provides an overall vision and broad strategies to guide the governance and development processes in post-conflict Southern Sudan. However, translation of the CPA into actions and programmes in governance and delivery of services is an immense challenge to the Government of Southern Sudan (GOSS). Politically it requires sustained peace, assured security and full commitment of the GOSS leadership to promote and institutionalize democratic, decentralized good governance. In development and service delivery fronts, it calls for massive undertakings and prompt deliveries at all levels: GOSS, State, local government and communities. Needs to mobilize resources are extensive and unprecedented. Developing capacity – institutional, human resource and management- within all levels of governance, civil society and private sector to plan and deliver services and enable citizens to enjoy the peace dividends is another critical area requiring greater priority and national preparedness.

The CPA also recognizes the political and administrative autonomy of Southern Sudan in the interim context and keeps the self-determination option open for the South if required. The CPA and the Interim Constitution of Southern Sudan have provisioned for three-tiered – GOSS, States and local government – system in the South. In broad terms, decentralization mechanisms for Southern Sudan are built on five pillars: (i) devolution of power – administrative, management and fiscal – to the respective levels of governments; (ii) affirmation to common norms and standards on governance that reflect the unity in diversity of Southern Sudan; (iii) welfare of people, protection of human rights and fundamental freedoms; (iv) participatory governance as an expression of unity; and (v) pursuit of good governance through democracy, separation of power, transparency, accountability and respect of rule of law.[1]

Based on this context, the GOSS recognizes the challenges associated with implementing the CPA. It considers institutionalization of democratic, accountable and participatory good governance at all levels as the most appropriate way to address the challenges and made conscious moves towards institutionalizing democratic good governance, particularly focusing on the following:

- Ensuring that the gains in governance under the framework of the CPA are consolidated through the establishment of open, pluralist and inclusive civilian governance culture

- Ensuring that effective, accountable and transparent mobilization and utilization of resources is adhered to at all levels to foster sustainable development.

- Making efforts to develop sufficient capacity for the States to manage urban areas and efficiently scale up service delivery, and to establish participatory and transparent urban governance mechanisms (especially in light of the expected influx of IDPs and refugees returning to urban centres).

- Ensure partnerships between the GoSS, States and Local Governments in all aspects of governance and service delivery, allowing for the participation of the private sector and civil society in the relevant areas.

COMPONENT 3: STRATEGY

For the period 2007 – 2008, UNDP Sudan has developed a Bridging Programme Framework to guide it in the design and implementation of programmes and projects during the transition to UNDAF, the latter to cover the period 2009 to 2011. One of the key components of this Programme is to foster democratic governance and rule of law, and this

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[1] The Interim Constitution of Southern Sudan, Chapters, II, III, Report; The Local Government Framework (6th draft); The Comprehensive Peace Agreement (1.33 and 1.5.1.1).

project contributes to outcome No 3 of this component: Institutional capacity of the Local Government improved to adequately plan, set priorities, manage revenue and expenditures and deliver basic services in an equitable manner.

Working in close collaboration with the key actors of the GOSS, State authorities and other relevant partners, this project focuses primarily on providing technical assistance to selected GoSS Ministries and State Governments for State capacity building. The major delivery strategy of the support will be to employ short term professionals in supporting GoSS Counterparts in their efforts to undertake capacity building of state governments; and deployment of technical personnel (international UNVs and national professionals) to states to buster state capacity in planning, budgeting, financial management, urban planning and management of the rehabilitation and construction of state physical infrastructure. Deployment of these personnel shall be in consultation with relevant GoSS line ministries. The specific mechanism will therefore be to provide:

i. Technical support to the MoPA in the development and/or consolidation of GoSS policy frameworks and strategies for decentralized governance. Particular focus shall be on formulation of policy frameworks for support to states, and Governors' Forum as a key platform for policy dialogue.

ii. Technical support to the MOFP in facilitating the capacity development of States in planning, budgeting and public financial management. Strategic development planning and service delivery will underpin this strategy. Joint planning with LGRP with a view to ensuring coordinated support for State and County Planning will be undertaken.

iii. Technical support to the MPA in facilitating the capacity development of State assemblies with specific focus on the understanding of parliamentary systems and procedures and the management of the assemblies for effective law making and oversight functions. UNDP GGEPP Programme shall continue to technically backstop the implementation of this component

iv. Technical advice and support to the MHLPU in facilitating the capacity development of States for the effective management of growth and service delivery in urban centers, and in the management of the rehabilitation and reconstruction of basic state physical infrastructure.

Deliberate efforts will be made in fostering synergy and complementarity between this project and other initiatives. In particular, collaborative efforts in project implementation will be made with relevant GoSS level projects such as the World Bank supported Core Fiduciary Systems Project and other relevant projects implemented under the line ministries (viz: MoPA, MoFEP, MPA and MHLPU) of this project. The project component supporting state planning will particularly interface with the AfDB supported Institutional Capacity Building for Poverty Reduction and Good Governance project

As a major initiative under UNDP's decentralized governance programme, this project will be implemented synergistically with LGRP, the other major project. In addition, collaboration with other UNDP projects such as GGEPP, Presidency and Commissions on relevant upstream policy issues, Access to Justice, Support to Economic Planning and MDGs shall be made. GGEPP will particularly continued to be engaged as lead partner in the capacity development of state assemblies. Deliberate efforts shall be made to support states in establishing planning committees and linking them to the relevant GoSS Budget Sector Working Groups.

Close collaboration will be maintained between SSP and UN-Habitat, that will provide complementary technical support to MHLPU and State administrations in the field or urban management, town planning, labour-intensive public works and community development

The project management team will be based in the MoPA and shall work very closely with all Line Ministries, which shall be responsible for the implementation of the respective components of this project. This will contribute to building the capacity of the Government and the sharing of knowledge/skills. Efforts will be made towards initiating dialogue on the concept of 'state development fund', which allows State Governments to plan, develop and directly implement interventions under the project while UNDP and GoSS provide technical backstopping and mentoring.

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UNDP/GoSS Support to the States Programme – Phase II (July 2007 – December 2009)

COMPONENT 4: RESULTS AND RESOURCES FRAMEWORK JULY 2007 – DEC 2009

RESULTS AND RESOURCES FRAMEWORK 2007

Intended Outcome as stated in the Country/ Regional/ Global Programme Results and Resource Frameworks
Institutional capacity of the State Governments improved to adequately plan, set priorities, manage revenue/expenditures, and deliver basic services in an equitable manner.

Outcome indicators as stated in the Country/ Regional/ Global Programme Results and Resources Framework, including baseline and targets.
- State Governments fully functional with clearer policies and strategies
- Planning and budgeting as mechanism for service delivery regularized
- Public financial management systems internalized and applied by state officials
- Improved urban management practices embedded in State administrations, and rehabilitation of State physical infrastructure effectively managed.

Applicable MYFF Service Line:
Fostering Democratic Governance (Goal 2)
Decentralization, local Governance and urban/rural development (SL 2.6)

Partnership Strategy
GOSS (Ministry of Presidential Affairs, Ministry of Parliamentary Affairs, Ministry of Finance and Economic Planning, Ministry of Labor and Human Resource, Ministry of Housing, Land and Public Utilities) and ten State governments, UN agencies, external partners and NGOs. Strategic Partners (DFID, Netherlands) as well as Belgian Government and UNDP continue to provide financial contributions.

Project title and ID (ATLAS Award ID): Support to the States

Intended Outputs	Output Targets for (years)	Main Indicative Activities	Responsible parties	Inputs
1. Policy frameworks/strategies to support decentralized State governance formulated and operationalised.	**2007** - One Governors' Forum held **2008:** - Three Governors' Fora held **2009** - Three Governors' Fora held	1.1 Technical support in organization, holding and management of Governors' Forum 1.2 Facilitate travel of Governors to the Fora venue 1.3 Production of Fora reports	UNDP in partnership with MoPA States Gov'ts	• Employee Costs • International Consultants • Local Consultants • Local and international travel • Equipment and Furniture • Stationeries and Supplies • Rental & Maintenance
	2007 - Policy Task Force for support the States established; **2008:** -Policy frameworks for support to states developed and approved. - Policy for support for Urban	1.4 Consultative meetings with MOPA for the approval of the TOR for the Policy Task Force 1.5 Support the setting up of the Policy Task Force based on the approved TOR 1.6 Formulate and secure approval of TOR for policy development on urban management 1.7 Field international and national consultants to support the Policy Task Force in policy development	UNDP in partnership with MoPA, State Gov'ts	• Rental & Maintenance • Other Equipment • Audio Visual & Print Prod Costs • Miscellaneous Expenses • Implementation support services • GMS (7%)

Support to the States Programme – Phase II (July 2007- Dec 2009)

Intended Outputs	Output Targets for (years)	Main Indicative Activities	Responsible parties	Inputs
	management formulated	1.8 Present the draft policy frameworks to the MoPA for consideration and approval 1.9 Facilitate consultations for the formulation of policy framework for support to states 1.1. Facilitate the discussion on and dissemination of the policy framework 1.10 Support states in policy formulations		2007: US$490,686 2008: US$845,195 2009: US$560,215
	2007 - Technical Committees for this component of the project established in all 10 states	1.11 Provide technical support to the MoPA in policy and technical coordination of the support to State programme 1.12 Consult with state Governors and MoPA for the establishment of a project technical committee. 1.13 Develop the TOR for State Project Technical Committees 1.14 Support the establishment of a State Project Technical Committee in all 10 States 1.15 Facilitate the appointment of the project technical committee by the State Governor	UNDP in partnership with MoPA and State Gov'ts	
	2007 - Study Tour to India by State ten Governors and two selected GoSS officials undertaken. **2008** - Study Tour to a Sub-Saharan African Country with Federal Government System by State Governors undertaken. **2009** - Study Tours for State Ministers and Executives conducted	1.16 Identify locations for study tours 1.17 Identify host institutions in the target country for the study tour 1.18 Finalize arrangements for the tour 1.19 Organize in-country and international travel	UNDP in partnership with MoPA	
	2007 - Support to States Desk fully set up and occupied by staff - Meeting hall for the States Desk constructed, equipped and	1.20 Finalise the renovation of the state desk premises 1.21 Facilitate procurement of equipment and furniture for the state desk 1.22 Facilitate the issuance of request for quotation for the building of a meeting hall for the states	UNDP in partnership with MoPA	

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Support to the States Programme – Phase II (July 2007- Dec 2009)

Intended Outputs	Output Targets for (years)	Main Indicative Activities	Responsible parties	Inputs
	availability) produced.	2.4. are finalized based on resource availability		• Equipment and Furniture
	- State Strategic Plans launched in all 10 states	2.4. Draft State Strategic Plans updated with current county data and finalized		• Stationeries and Supplies
		2.5. Support launching of strategic plans in all 10 states.		• State development fund
	- State Planning framework developed and approved.	2.6. Work with the MoFEP in finalizing the state planning framework		• Rental & Maintenance – Premises
	-Training needs of state officials in planning and budgeting established	2.7. Hold induction workshop for planning specialists on GoSS annual planning framework.		• Rental & Maintenance Other Equipment
		2.8. Facilitate training needs assessment of state officials or conduct a pretest before training to serve as base line.		• Audio Visual & Print Prod Costs
	– 400 State Officials trained in planning and budgeting	2.9. Develop training materials for training of state officials in planning and budgeting.		• Miscellaneous Expenses
		2.10. Facilitate the training of at least 400 state officials in planning and budgeting using the planning framework		• Implementation support services
	- State Planning and Development Committees established in all 10 states	2.11. Consult with state Governors and MoFEP or the establishment of a planning and development committee		• GMS (7%)
		2.12. Formulate working rules and procedures of the planning committees		
	- State annual plans and budgets for 2008 produced reflecting priorities and strategies of state strategic plans	2.13. Facilitate the appointment of the state planning and development committee by the State Governor		**2007: US$710,645**
	2008	2.14. Provide technical and financial support to States in annual planning and budgeting for effective service delivery.		**2008: US$1,902,688**
	- State Strategic Plans reviewed and revised	2.15. Provide technical support to the MOFP in coordinating support to States in planning and budgeting.		**2009: US$3,281,183**
	- Report on support for the implementation of State plans for 2008 produced	2.16. Support states in consultation meetings to review their respective strategic plans annually		
	- 2009 annual plans for states produced	2.17. Support states in the revision of their respective strategic plans annually		
	2009	2.18. Provide technical and financial support to in implementation of 2008 plans		
	- State Strategic Plans reviewed and revised			

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Support to the States Programme – Phase II (July 2007- Dec 2009)

Intended Outputs	Output Targets for (years)	Main Indicative Activities	Responsible parties	Inputs
	- Resource mobilization strategy for all states developed.	2.30. Support piloting of State development fund concept in three states (one in each cluster of states) 2.31. Facilitate an assessment of the outcome of the pilot of the state development fund concept. 2.32. Technically backstop states in developing resource mobilization strategies		
3. Enhanced State capacity for law making legislative and oversight functions.	**2007** - Committee members, Speakers and deputies and Clerks of all 10 state assemblies trained in various assembly procedures - State assembly members understand the constitution **2008** - State Assembly committees able to follow committee procedures and exercise oversight functions effectively - State Ministers sensitized on assembly procedures regarding their ministerial functions **2009** - Documentation Centres for state assemblies supported	3.1. Support MPA in the development of training materials and organization of training for state assembly committees, speakers and clerks 3.2. Technically support (with consultants) the training of State Assembly committees, speakers and clerks on parliamentary procedures on the constitution 3.3. Technical support through training to State Assembly staff in the management of state assemblies 3.4. Technical support to state assemblies using short term TAs on parliamentary procedures. 3.5. Dialogue on the formulation of mechanism of training state ministers on parliamentary procedures and training based on the outcome of the dialogue 3.6. Identify and procure reference materials for state assemblies documentation centres. 3.7. Continue with training and professional development of state assembly staff	UNDP in partnership with MPA, State Assemblies	• Employee Costs • International Consultants • Local Consultants • Local and international travel • Equipment and Furniture • Stationeries and Supplies • Rental & Maintenance – Premises • Rental & Maintenance – Other Equipment • Audio Visual & Print Prod • Miscellaneous Expenses • Implementation support services • GMS (7%)
	2007 - Outcome assessment of training of state assemblies in all 10 states done. **2008** - Study tour of State Assembly committee members to neighboring counties conducted	3.8. Support MPA in undertaking preparatory work for the assessment of the outcome of prior trainings of state assembly members and committees 3.9. MPA to coordinate the evaluation of the training 3.10. Identify the country for the study tour 3.11. Identify a host institution in the target country for the study tour 3.12. Finalize arrangements for the tour 3.13. Organize in-country and international travel of participants	UNDP in partnership with MPA, State Assemblies	**2007: US$340,968** **2008: US$506,344** **2009: US$506,344**

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Support to the States Programme – Phase II (July 2007- Dec 2009)

Intended Outputs	Output Targets for (years)	Main Indicative Activities	Responsible parties	Inputs
	2007 - Concept paper for establishment of South Sudan State Assemblies Speakers' Forum Developed **2008** - State Assembly speakers Forum established & one held **2009** - One State Assembly Speakers' Forum held	3.14. Facilitate dialogue with MPA and State Assemblies on the establishment of South Sudan State Assemblies Speakers' Forum. 3.15. Field in a consultant to support the development of the concept paper for state assemblies speakers' forum 3.16. Produce a concept for consideration by the MPA and State Assemblies. 3.17. Facilitate the development of TOR for State Assembly Speakers Forum 3.18. Support the holding of annual State Assembly Speakers' Forums 3.19. Production of annual forum reports	UNDP in partnership with MPA, State Assemblies	
4. Enhanced State capacity in urban management and rehabilitation of State-wide physical infrastructure.	**2007** - Urban management concept paper developed Urban management training guidelines and materials developed One town per state selected for demonstration settlement upgrading projects selected **2008** - Urban management plans produced by all states and resource mobilization strategies to implement the plans formulated. - Urban Management Framework drafted - Settlement upgrading projects designed - Long Term Urban	4.1. TA support to States with urban management by Juba-based adviser. 4.2. Counterpart professional development through on-the-job training, workshops, study tours etc. 4.3. Facilitate development and approval of TOR for the development of urban management framework and training plan 4.4. Recruit consultants and facilitate development of draft Urban Management Framework as reference handbook for local staff 4.5. Recruit consultants and facilitate development of long-term urban management training plan 4.6. Short-term consultant assignments to assist States with urban management and town planning activities, including resource mobilization for urban management plans 4.7. Continuing TA support to GoSS MHLPU in urban management. 4.8. Continue counterpart professional development through on-the-job training. 4.9. Selection of three towns for demonstration upgrading projects to improve capacity of States for settlement upgrading projects. 4.10. Recruitment of Consultants for planning & design of settlement upgrading projects.	UNDP in partnership with State MPIs, MHLPU, & UN-Habitat	• Employee Costs • International Consultants • Local Consultants • Local and international travel • Equipment and Furniture • Stationeries and Supplies • Rental & Maintenance – Premises • Rental & Maintenance • Other Equipment • Audio Visual & Print Prod • Miscellaneous Expenses • Implementation support services • GMS (7%) 2007: US$408,710 2008: US$512,366 2009: US$533,871

Support to the States Programme – Phase II (July 2007- Dec 2009)

COMPONENT 5.1: ANNUAL WORKPLAN BUDGET SHEET - 2007
Year: 2007

Expected Outputs	Planned Activities	Q1	Q2	Q3	Q4	Responsible Party	Fund	Budget	Description	Amount
Output 1: Consolidated Policy & Regulatory Frameworks	1 Support the GoSS in Consolidating and/or Formulating Policy Frameworks for support to States			X	X	UNDP	30000	71200	International Consultants	43,000
						UNDP	30000	71300	Local Consultants	30,000
						UNDP	30000	71400	Contractual Services - Individ	30,898
						UNDP	30000	71600	Travel	40,000
						UNDP	30000	72100	Contractual Services - Companies	65,740
						UNDP	30000	72200	Equipment and Furniture	100,000
						UNDP	30000	72500	Supplies	37,000
						UNDP	30000	73100	Rental & Maintenance - Premises	30,000
						UNDP	30000	73400	Rental & Maint Other Equipt	30,000
						UNDP	30000	74200	Audio Visual & Print Prod Costs	30,000
						UNDP	30000	74500	Miscellaneous Expenses	19,700
						UNDP	30000	75100	GMS (7%)	34,348
	Sub-total									490,686
Output 2: Enhanced Capacity States in Planning, Budgeting and Public Financial management	2 - Support States in Planning, Budgeting and Public Financial Management			X	X	UNDP	30000	71100	ALD Employee Costs	30,000
						UNDP	30000	71200	International Consultants	40,000
						UNDP	30000	71300	Local Consultants	40,000
						UNDP	30000	71400	Contractual Services - Individ	40,000
						UNDP	30000	71500	Planning, Budgeting Advisory (IUNVs)	200,000
						UNDP	30000	71600	Travel	70,000
						UNDP	30000	72200	Equipment and Furniture	100,000
						UNDP	30000	72400	Communic & Audio Visual Equipt	30,000
						UNDP	30000	72500	Supplies	20,000
						UNDP	30000	73100	Rental & Maintenance - Premises	20,000
						UNDP	30000	73400	Rental & Maint Other Equipt	20,000
						UNDP	30000	74200	Audio Visual & Print Prod Costs	30,000
						UNDP	30000	74500	Miscellaneous Expenses	20,900
						UNDP	30000	75100	GMS (7%)	49,745
	Sub-total									710,645
Output 3: Enhanced Capacity States in Law making and Parliamentary Oversight Functions	3 - Facilitate Capacity Building of State Assemblies in Law Making and Parliamentary Oversight Functions			X	X	UNDP	30000	71100	ALD Employee Costs	30,000
						UNDP	30000	71200	International Consultants	50,000
						UNDP	30000	71300	Local Consultants	40,000
						UNDP	30000	71400	Contractual Services - Individ	30,000
						UNDP	30000	71600	Travel	50,000
						UNDP	30000	72200	Equipment and Furniture	50,000
						UNDP	30000	72500	Supplies	15,000
						UNDP	30000	73100	Rental & Maintenance - Premises	10,000
						UNDP	30000	73400	Rental & Maint Other Equipt	10,000
						UNDP	30000	74200	Audio Visual & Print Prod Costs	20,000
						UNDP	30000	74500	Miscellaneous Expenses	12,100
						UNDP	30000	75100	GMS (7%)	23,868
	Sub-total									340,968
Output 4: Enhanced Capacity of States in Urban Management and Rehabilitation of State-Wide Physical Infrastructure	4 - Support Capacity Devlopment of States in Urban and Physical Infrastructure Management			X	X	UNDP	30000	71100	ALD Employee Costs	30,000
						UNDP	30000	71200	International Consultants	60,000
						UNDP	30000	71300	Local Consultants	40,000
						UNDP	30000	71400	Contractual Services - Individ	25,000
						UNDP	30000	71600	Travel	50,000
						UNDP	30000	72100	Contractual Services - Companies	100,000
						UNDP	30000	72200	Equipment and Furniture	40,000
						UNDP	30000	72500	Supplies	15,000
						UNDP	30000	74200	Audio Visual & Print Prod Costs	10,000
						UNDP	30000	74500	Miscellaneous Expenses	10,100
						UNDP	30000	75100	GMS (7%)	28,610
	Sub-total									408,710
Output 5: Project effectively Managed	5 - Facilitate the effective management of the project			X	X	UNDP	30000	71100	ALD Employee Costs	160,000
						UNDP	30000	71400	Contractual Services - Individ	40,000
						UNDP	30000	71600	Travel	40,000
						UNDP	30000	72200	Equipment and Furniture	30,000
						UNDP	30000	72500	Supplies	14,000
						UNDP	30000	74500	Miscellaneous Expenses	10,369
						UNDP	30000	75100	GMS (7%)	22,157
	Sub-total									316,526
GRAND TOTAL										2,267,535

COMPONENT 5.2: ANNUAL WORKPLAN BUDGET SHEET - 2008
Year: 2008

Expected Outputs	Planned Activities	Timeframe				Responsible Party	Planned Budget			
		Q1	Q2	Q3	Q4		Fund	Budget	Description	Amount
Output 1: Consolidated Policy & Regulatory Frameworks	1 Support the GoSS in Consolidating and/or Formulating Policy Frameworks for support to States	X	X	X	X	UNDP	30000	71200	International Consultants	50,000
						UNDP	30000	71300	Local Consultants	40,000
						UNDP	30000	71400	Contractual Services - Individ	305,031
						UNDP	30000	71600	Travel	100,000
						UNDP	30000	72100	Contractual Services - Companies	50,000
						UNDP	30000	72200	Equipment and Furniture	70,000
						UNDP	30000	72500	Supplies	30,000
						UNDP	30000	73100	Rental & Maintenance - Premises	30,000
						UNDP	30000	73400	Rental & Maint Other Equipt	30,000
						UNDP	30000	74200	Audio Visual & Print Prod Costs	60,000
						UNDP	30000	74500	Miscellaneous Expenses	21,000
						UNDP	30000	75100	GMS (7%)	59,164
	Sub-total									845,195
Output 2: Enhanced Capacity States in Planning, Budgeting and Public Financial management	2 - Support States in Planning, Budgeting and Public Financial Management	X	X	X	X	UNDP	30000	71100	Planning Finance support (ALD Cost)	120,000
						UNDP	30000	71200	International Consultants	56,000
						UNDP	30000	71300	Local Consultants	40,000
						UNDP	30000	71400	Financial Management Specialists (Nationals)	300,000
						UNDP	30000	71500	Planning Specialistsy (UNVs)	350,000
						UNDP	30000	71600	Travel	60,000
						UNDP	30000	72200	Equipment and Furniture	80,000
						UNDP	30000	72400	Communic & Audio Visual Equipt	20,000
						UNDP	30000	72500	Supplies	40,000
						UNDP	30000	72600	Grants (State Development Fund)	600,000
						UNDP	30000	73100	Rental & Maintenance - Premises	15,000
						UNDP	30000	73400	Rental & Maint Other Equipt	15,000
						UNDP	30000	74200	Audio Visual & Print Prod Costs	50,000
						UNDP	30000	74500	Miscellaneous Expenses	23,500
						UNDP	30000	75100	GMS (7%)	133,188
	Sub-total									1,902,688
Output 3: Enhanced CapacityStates in Law-making and Parliamentary Oversight Functions	3 - Facilitate Capacity Building of State Assemblies in Law Making and Parliamentary Oversight Functions	X	X	X	X	UNDP	30000	71200	Contractual services - TA to MPA	60,000
						UNDP	30000	71300	Local Consultants	40,000
						UNDP	30000	71400	Contractual Services - Individ	50,000
						UNDP	30000	71600	Travel	80,000
						UNDP	30000	72100	Contractual Services - Companies	60,000
						UNDP	30000	72200	Equipment and Furniture	50,000
						UNDP	30000	72500	Supplies	30,000
						UNDP	30000	73100	Rental & Maintenance - Premises	5,000
						UNDP	30000	73400	Rental & Maint Other Equipt	10,000
						UNDP	30000	74200	Audio Visual & Print Prod Costs	65,000
						UNDP	30000	74500	Miscellaneous Expenses	20,900
						UNDP	30000	75100	GMS (7%)	35,444
	Sub-total									506,344
Output 4: Enhanced Capacity of States in Urban Management and Rehabilitation of State-Wide Physical Infrastructure	4 - Support Capacity Devlopment of States in in Urban and Physical Infrastructure Management	X	X	X	X	UNDP	30000	71200	International Consultants	80,000
						UNDP	30000	71300	Local Consultants	20,000
						UNDP	30000	71400	Engineering Service Advisory (National Profs)	140,000
						UNDP	30000	71500	Urban management Advisory (IUNVs)	100,000
						UNDP	30000	71600	Travel	35,000
						UNDP	30000	72100	Contractual Services - Companies	40,000
						UNDP	30000	72200	Equipment and Furniture	5,000
						UNDP	30000	72500	Supplies	15,000
						UNDP	30000	74200	Audio Visual & Print Prod Costs	30,000
						UNDP	30000	74500	Miscellaneous Expenses	11,500
						UNDP	30000	75100	GMS (7%)	35,866
	Sub-total									512,366
Output 5: Project effectively managed	5 - Facilitate the effective management of the project	X	X	X	X	UNDP	30000	71100	ALD Employee Costs	320,000
						UNDP	30000	71400	Contractual Services - Individ	150,000
						UNDP	30000	71600	Travel	90,000
						UNDP	30000	72200	Equipment and Furniture	20,000
						UNDP	30000	74500	Miscellaneous Expenses	23,000
						UNDP	30000	75100	GMS (7%)	45,387
	Sub-total									648,387
	GRAND TOTAL									4,414,980

COMPONENT 5.2: ANNUAL WORKPLAN BUDGET SHEET - 2009
Year: 2009

Expected Outputs	Planned Activities	Timeframe				Responsible Party	Planned Budget				
		Q1	Q2	Q3	Q4		Fund	Budget	Description	Amount
Output 1: Consolidated Policy & Regulatory Frameworks	1 Support the GoSS in Consolidating and/or Formulating Policy Frameworks for support to States	X	X	X	X	UNDP	30000	71200	International Consultants	40,000
						UNDP	30000	71300	Local Consultants	45,000
						UNDP	30000	71400	Contractual Services - Individ	40,000
						UNDP	30000	71600	Travel	90,000
						UNDP	30000	72100	Contractual Services - Companies	80,000
						UNDP	30000	72200	Equipment and Furniture	60,000
						UNDP	30000	72500	Supplies	30,000
						UNDP	30000	73100	Rental & Maintenance - Premises	35,000
						UNDP	30000	73400	Rental & Main Other Equipt	20,000
						UNDP	30000	74200	Audio Visual & Print Prod Costs	60,000
						UNDP	30000	74500	Miscellaneous Expenses	21,000
						UNDP	30000	75100	GMS (7%)	39,215
	Sub-total									560,215
Output 2: Enhanced Capacity States in Planning, Budgeting and Public Financial management	2 - Support States in Planning, Budgeting and Public Financial Management	X	X	X	X	UNDP	30000	71100	Planning/Finance Tech support (ALD Costs)	120,000
						UNDP	30000	71200	International Consultants	50,000
						UNDP	30000	71300	Local Consultants	40,000
						UNDP	30000	71400	Financial Management Specialists (Nationals)	270,000
						UNDP	30000	71500	Planning Advisory (IUNVs)	350,000
						UNDP	30000	71600	Travel	50,000
						UNDP	30000	72200	Equipment and Furniture	60,000
						UNDP	30000	72400	Communic & Audio Visual Equipt	22,000
						UNDP	30000	72500	Supplies	25,000
						UNDP	30000	72600	Grants (State Development Fund)	2,000,000
						UNDP	30000	73100	Rental & Maintenance - Premises	15,000
						UNDP	30000	73400	Rental & Maint Other Equipt	10,000
						UNDP	30000	74200	Audio Visual & Print Prod Costs	20,000
						UNDP	30000	74500	Miscellaneous Expenses	19,500
						UNDP	30000	75100	GMS (7%)	229,683
	Sub-total									3,281,183
Output 3: Enhanced Capacity States in Law making and Parliamentary Oversight Functions	3 - Facilitate Capacity Building of State Assemblies in Law Making and Parliamentary Oversight Functions	X	X	X	X	UNDP	30000	71200	Contractual services - TA to MPA (National Prof)	60,000
						UNDP	30000	71300	Local Consultants	40,000
						UNDP	30000	71400	Contractual Services - Individ	40,000
						UNDP	30000	71600	Travel	80,000
						UNDP	30000	72100	Contractual Services - Companies	80,000
						UNDP	30000	72200	Equipment and Furniture	50,000
						UNDP	30000	72500	Supplies	5,000
						UNDP	30000	73100	Rental & Maintenance - Premises	30,000
						UNDP	30000	73400	Rental & Maint Other Equipt	10,000
						UNDP	30000	74200	Audio Visual & Print Prod Costs	60,000
						UNDP	30000	74500	Miscellaneous Expenses	15,900
						UNDP	30000	75100	GMS (7%)	35,444
	Sub-total									506,344
Output 4: Enhanced Capacity of States in Urban Management and Rehabilitation of State-Wide Physical Infrastructure	4 - Support Capacity Devlopment of States in in Urban and Physical Infrastructure Management	X	X	X	X	UNDP	30000	71200	International Consultants	80,000
						UNDP	30000	71300	Local Consultants	20,000
						UNDP	30000	71400	Engineering Service Advisory (National Prof)	140,000
						UNDP	30000	71500	Urban management Advisory (IUNVs)	100,000
						UNDP	30000	71600	Travel	30,000
						UNDP	30000	72100	Contractual Services - Companies	30,000
						UNDP	30000	72200	Equipment and Furniture	30,000
						UNDP	30000	72500	Supplies	20,000
						UNDP	30000	74200	Audio Visual & Print Prod Costs	35,000
						UNDP	30000	74500	Miscellaneous Expenses	11,500
						UNDP	30000	75100	GMS (7%)	37,371
	Sub-total									533,871
Output 5: Project effectively managed	5 - Facilitate the effective management of the project	X	X	X	X	UNDP	30000	71100	Project mangement (ALDCosts)	320,000
						UNDP	30000	71400	Contractual Services - Individ	150,000
						UNDP	30000	71600	Travel	90,000
						UNDP	30000	72200	Equipment and Furniture	20,000
						UNDP	30000	74500	Miscellaneous Expenses	23,000
						UNDP	30000	75100	GMS (7%)	45,387
	Sub-total									648,387
	GRAND TOTAL									5,530,000

COMPONENT 6: MANAGEMENT ARRANGEMENTS

The project will be managed in accordance with Direct Execution Modality (DEX) of UNDP with the line ministries of MoPA, MOFEP, MHLPU and MPA as well as the 10 State Governments as implementing partners. With a view to ensuring efficient and effective management of the project, the overall management will be carried out through the following institutional mechanisms:

Project Board:

The Project Board will have the overall responsibility to provide guidance and policy support to the Project Manager as required. It reviews and approves the annual work plans, approves major revisions of the project, and meets to review the projects overall progress, policy/institutional challenges and makes decisions to expedite the project implementation. The Board will ensure that the interests of all parties (Owner, Senior Supplier and Beneficiary of the project) are met as envisaged in the project document. The Board shall meet twice per annum, and shall consist of members from the following institutions:

- Ministry of Presidential Affairs (Chair)
- Ministry of Finance and Economic Planning
- Ministry of Parliamentary Affairs
- Ministry of Housing, Land and Public Utilities
- Representative of Governors' Forum
- UNDP

Note

Representatives Donor Partners shall attend Board meetings from time to time.

Project Technical Committees

The project shall constitute two types of Technical Committees with different scope of work to assist the Board in dealing with more technical and programmatic issues. The first type shall be Technical Committee that looks at the overall implementation of the project. It shall meet quarterly and shall comprise of members from the following institutions:

- Ministry of Presidential Affairs (Chair)
- Ministry of Finance and Economic Planning
- Ministry of Parliamentary Affairs
- Ministry of Housing, Land and Public Utilities
- Ministry of Labor, Public Services and Human Resource Development
- Ministry of Legal Affairs and Constitutional Development
- Governors' Forum Representative
- Local Government Board Representative
- Representative of Donors
- UNDP

The second type of technical committee shall be one per state and these committees shall look at the overall implementation of the project in their respective states. Membership of this committee shall be:

- Office of the Governor (Chair)
- State Ministry of Finance
- State Ministry of physical Infrastructure
- State Ministry of Local Government
- State Assembly
- UNDP Representative
- UN Resident Coordination Office Representative

<u>Note</u>
Depending on partnership arrangements, representatives of CSOs and the private sector shall from time to time be invited to attend

Project Manager:

A Project Manager will be responsible for the running of the project on a day to day basis within the limits of the project document and approved work plans. He/She will work under the Team Leader of UNDP Governance Unit and will produce quarterly and annual progress reports. He/She will be assisted by a small project team, including two national professionals (Admin/Finance and Project Analysts) to be located in the project management unit.

Support to the Project Manager

The Project Manager will be supported by a Planning/Finance Coordinator and a part-time Urban Management Advisor. The two will combine technical advice and support to the Project Manager with technical back-stopping in their areas of expertise to the State TA teams. They will be Senior Professionals with extensive experience of this type of work under similar conditions.

Technical Staff at State Level

The technical assistance support at states level will comprise of a team of four professional staff with the following disciplines:
- Development Planning (International UNVs already recruited and deployed to States)
- Finance Management (recruitment process to commence immediately with MoFEP)
- Urban Management (MHLPU will lead needs assessment in 2007)
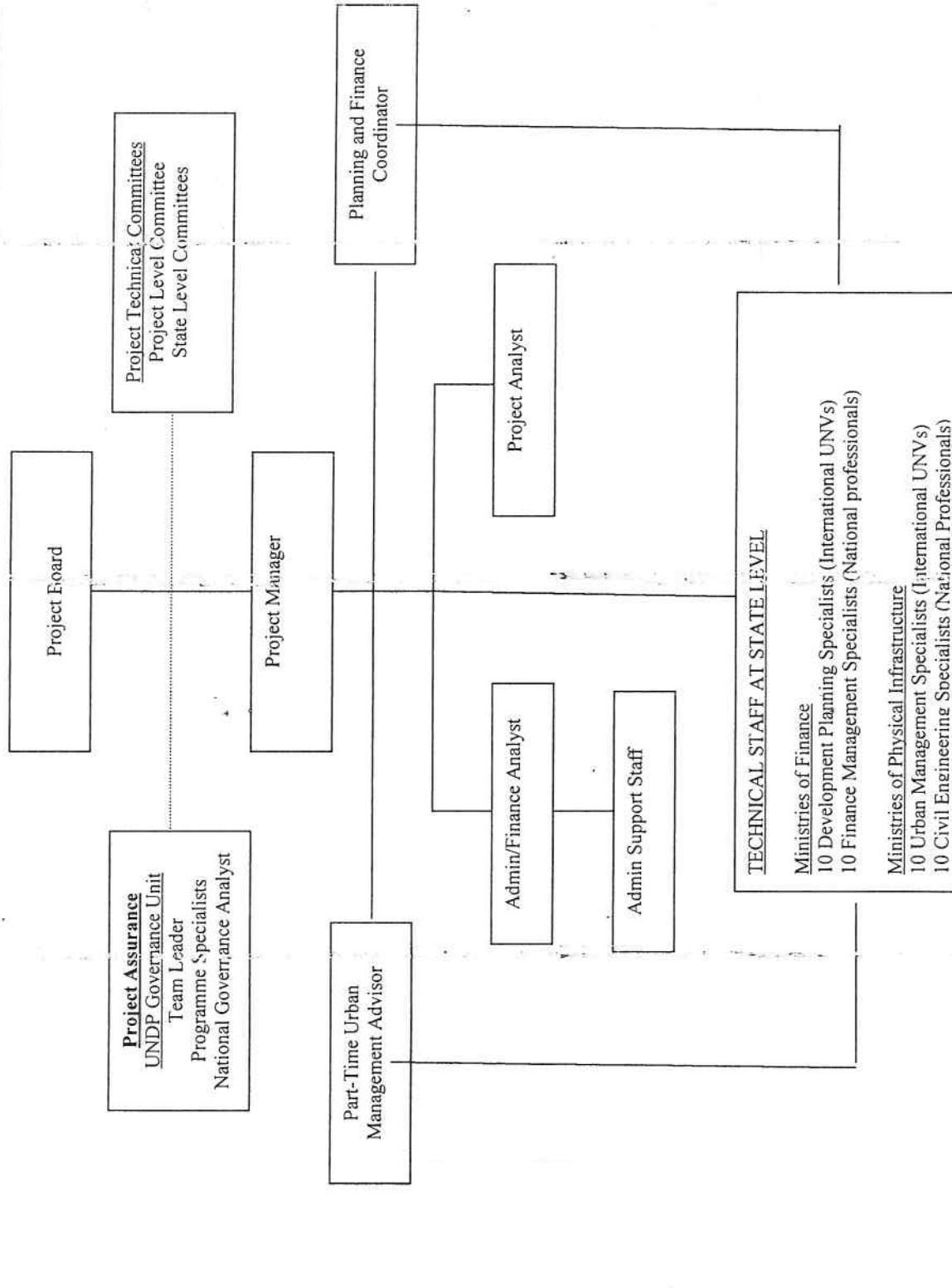- Civil Engineering (MHLPU will lead needs assessment in 2007)

The first two listed positions will be based in the Ministry of Finance; the second two in the Ministry of Physical Infrastructure. Day-to-day working operations will be decided in discussion with the Director-General of their respective Ministries, within the overall ToR set out under the SSP. However, the four staff will operate as an integrated UNDP team so as to ensure delivery of a comprehensive and coherent support to State development activities, consistent with the overall SSP outputs and targets.

For the two posts identified as National professionals, (Finance Management and Civil Engineering), it is intended that these will be drawn from the pool of Diaspora nationals as much as possible, and efforts will be made to encourage their absorption into State Administrations at the end of the project.

Project Organizational Chart

The above project management structure is illustrated in the following Project Organizational Chart

UNDP/GoSS Support to the States Programme – Phase II (July 2007 – Dec 2009)

ORGANOGRAM OF SUPPORT TO THE STATES PROGRAMME

Project Technical Committees
Project Level Committee
State Level Committees

Planning and Finance Coordinator

Project Board

Project Manager

Project Analyst

Project Assurance
UNDP Governance Unit
Team Leader
Programme Specialists
National Governance Analyst

Part-Time Urban Management Advisor

Admin/Finance Analyst

Admin Support Staff

TECHNICAL STAFF AT STATE LEVEL

Ministries of Finance
10 Development Planning Specialists (International UNVs)
10 Finance Management Specialists (National professionals)

Ministries of Physical Infrastructure
10 Urban Management Specialists (International UNVs)
10 Civil Engineering Specialists (National Professionals)

UNDP/GoSS Support to the States Programme – Phase II (July 2007 – Dec 2009)

Project Assurance

The Project assurance role will support the Project board and UNDP Programme management by carrying out an objective and independent oversight and monitoring function. In order to ensure that project management and implementation of activities is according to the approved workplan, and achieving the milestones/outputs/results, the UNDP Governance Team will undertake routine monitoring and backstopping of the project and will perform the functions required in the role of project assurance.

Fund Management:

Since the project is being implemented under UNDP DEX modality, UNDP will carry out the financial management and procurement functions in accordance with UNDP DEX rules and regulations, using ATLAS. The project management will plan all the expenditures including working advances well in time, and submit to UNDP. Accountability of the cash advances will be settled within two weeks.

Collaboration Arrangements

This project will coordinate closely with other UNDP projects such as LGRP for activities linking County planning and State planning process; Support to Economic Planning with regard to linkages to GoSS planning and budgeting; Emerging projects in the area of crisis prevention and recovery; Access to Justice Project and other rule of law initiatives, especially in relation to work with the State Legislatures; and GGEPPce in the coordination of state assembly component of this project. In addition, efforts will be made to collaborate with Government projects such as the Co-Fiduciary System Support Project for capacity building in the area state level financial management; the Capacity Building for Poverty Reduction and Good Governance Project; the Sudan Emergency Transport & Infrastructure Project (SETIDP) providing basic urban infrastructure to State capitals and UN Habitat in providing technical assistance and advice to MHPU and States. Interface with projects implemented by other UN Partners will be critical

COMPONENT 7: MONITORING AND EVALUATION

The Project will undertake monitoring of project activities, project issues, project risks, and project progress on continuous basis to provide the main stakeholders of the project with an early indication of the quality, quantity and timeliness of progress towards delivery of the project outputs. Results Based Management monitoring and evaluation, and reporting tools will be utilized in the project. Monitoring of the project will be carried out through the following mechanisms:

Reporting:

Project Manager will prepare and submit (a) monthly updates (b) quarterly progress report (c) annual progress report in the prescribed format. Such report will clearly list all outputs, indicators, targets, and status with regards to their achievements. Financial reports will be incorporated in the reports.. Copies of the reports will be shared with the Project Board members for their review.

Monitoring Visits:

Monitoring visits will be a joint responsibility of all the key stakeholders of the project. In particular, the project technical committees, which include most of the key stakeholders will be facilitated to undertake monitoring visits. While the GoSS-level technical committee will undertake monitoring activities throughout the project area, State-level technical committees will primarily concentrate on the monitoring of project activities in their respective states. For purposes of synergy and peer learning, key officials of programes that complement this project and other UNDP projects will from time to time be invited to join the monitoring visits. In the same vein, inter-state sharing of experiences will be facilitated through the involvement of state technical committee members in GoSS-level technical committee monitoring visits. Donor partners will also invariably participate in these monitoring exercises.

In addition to the above joint monitoring exercises, the Project Manager will visit the field stations to expedite the implementation of the project activities and trouble shooting as required. GoSS line ministries will also conduct regular joint field visits (quarterly) to familiarize themselves with the progress, identify any bottlenecks, implementation challenges for the attention of the Project Board for necessary guidance and support.

The Risk Log will be derived from emerging external factors and will provide a baseline of project risks that would need to be managed during implementation and will be updated as part of the periodic reporting of activities of the monitoring plan.

The Issue log and the lessons learnt log will be entered and updated, as scheduled, during project implementation. The Issue Log will track issues as they arise in the project and will serve as information source when preparing the Quarterly Progress Report. The Lessons Learnt Log will document lessons learnt during project implementation that can be usefully applied for review the project management, activities implementation, as well as applicable to other projects.

Quarterly/annual reviews: Every quarter, a meeting of the project technical committee will be held to review progress of implementation activities and planned activities for the next quarter. Quarterly progress reports and plans will be prepared by the Project Manager and submitted to the Project Board. At the end of the year, a substantive review of the project progress, especially with regards to contribution to the relevant UNDP outcome will be conducted. This review will also identify the major issues, validate the concept and design of the projects, and adopt decisions to expedite the implementation of the project. Annual progress reports will be prepared by the Project Manager and submitted to the Project Board as well.

Evaluation of the Project
Mid-term independent evaluation of the programme will be conducted in 2008. This will take into account critical national events such as the forth-coming legislative elections and their impact on the project at large. At the end of the project in 2009, a final independent evaluation will be carried out.

The Annual Work Plan (AWP) Monitoring Tool

Year_____

CP Component _____
Executing Entity _____

EXPECTED OUTPUTS AND INDICATORS including annual targets	PLANNED ACTIVITIES *List all the activities including monitoring and evaluation activities to be undertaken during the year towards stated CP outputs*	EXPENDITURES *List actual expenditures against activities completed*	RESULTS OF ACTIVITIES *For each activity, state the results of the activity*	PROGRESS TOWARDS ACHIEVING OUTPUTS 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; ▪ *Whether risks and assumptions as identified in the CP M&E Framework materialized or whether new risks emerged* ▪ *Internal factors such as timing of inputs and activities, quality of products and services, coordination and/or other management issues*
OUTPUT 1: Enhanced and consolidated policy frameworks to support decentralized State governance formulated.	1.1. Technical support in organization, holding and management of Governors' Forum 1.2 Facilitate production of Forum report			
Indicators • One governor's forum held • Policy framework, for support to States established	1.3. Consultative meetings with MOPA for the approval of the TOR for the Policy Task Force 1.4. Support the setting up of the Policy Task Force based on the approved TOR 1.5. Field in international consultants to support the Policy Task Force in policy development 1.6. Present the draft policy frameworks to the MoPA for consideration and approval			

• Study tour of 10 Governors to India facilitated	1.7. 1.3. Identify a host institution in India for the study tour
	1.8. Finalise arrangements for the tour
	1.9. Organise in-country and international travel of Governors
	1.10. Facilitate international travel and the study tour
• States Desk fully operational.	
• State desk meeting hall constructed, equipped and furnished.	1.11. Finalise the renovation of the state desk premises
	1.12. Facilitate procurement of equipment and furniture for the state desk
	1.13. Facilitate the issuance of request for quotation for the building of the meeting hall
	1.14. Facilitate the commencement of construction work on the conference hall.
• Project Board and Technical Committees established	1.15. Facilitate the appointment of the project technical committee by the State Governors
• Two project Board and two technical committee meetings held	1.16. Facilitate project board and technical committee meetings

frameworks developed and approved	2.6. Work with the MoFEP in finalizing the state planning framework
	2.5. Consult with state Governors and MoFEP or the establishment of a planning and development committee
• State Planning and development committees established	2.6. Formulate working rules and procedures of the planning committees
• State development fund concept developed	2.7. Facilitate the establishment of the state planning and development committee in all 10 States
• State Development Fund operationalisation methodology developed	2.8. Hold induction workshop for planning specialists on GoSS annual planning framework.
	2.9. Develop training materials for training of state officials in planning and budgeting.
	2.10. Facilitate the training of at least 400 state officials in planning and budgeting using the planning framework
	2.11. Provide technical support to States in annual planning and budgeting. – 10 UNV Planning Specialist
	2.12 Facilitate dialogue on and the formulation of, state development fund concept.
	2.13. Facilitate the review of the state development fund concept and its approval by the project board
	2.14. Facilitate the development of detailed implementation arrangements, including methodology and sustainability strategy of the state development fund.

OUTPUT 3 Enhanced State capacity for law making and oversight functions	3.1. Support MPA in the development of training materials and organization of training for state assembly committees; speakers and clerks on parliamentary procedures, oversight functions and on the constitutions of GoSS and the states			
Indicators • State Assembly members following parliamentary procedures and on the constitution	3.2. Technically support (with consultants) the training of State Assembly committees, speakers and clerks			
	3.3. Support MPA in undertaking assessment of the outcome of training of state assembly members and committees.			
• Improved quality of debates on bills in State assemblies	3.4. Facilitate dialogue with MPA and State Assemblies on the establishment of South Sudan State Assemblies Speakers' Forum.			
	3.5. Field in a consultant to support the development of the concept paper for state assemblies speakers' forum			
• Parliamentary Committees exercise oversight functions	3.6. Produce a concept for consideration by the MPA and State Assemblies.			
OUTPUT 4 Enhanced State capacity in urban management and rehabilitation of State-wide physical infrastructure	4.1. TA support to States with urban management.			
	4.2. Counterpart professional development through on-the-job training, workshops, study tours etc.			
Indicators - Improved urban	4.3. Facilitate development and approval of TOR for the development of urban management			

management practices at State level	framework and training plan.
- Target towns for settlement upgrading projects identified in all states	4.4. Facilitate formulation of the concept of urban management
- Pilot settlement upgrading projects implemented in all states	4.5. Development training materials and programme in urban management
- Policy framework for equitable & transparent urban land management procedures at state level	4.6. Facilitate development of resource mobilization strategy for the urban management plan
	4.7. Continuing TA support to GoSS MHLPU in urban management.
- Better understanding of land management procedures by state authorities	4.8. Selection of three towns for demonstration upgrading projects to improve capacity of States for settlement upgrading projects.

COMPONENT 8: LEGAL CONTEXT[2]

The project document shall be the instrument envisaged in the Supplemental Provisions to the Project Document, attached hereto.

Consistent with the above Supplemental Provisions, the responsibility for the safety and security of the executing agency and its personnel and property, and of UNDP's property in the executing agency's custody, rests with the executing agency.

The executing agency 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 executing agency's security, and the full implementation of the security plan.

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 this agreement.

The executing agency agrees to undertake all reasonable efforts to ensure that none of the 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/Docs/sc/committees/1267/1267ListEng.htm. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.

COMPONENT 9: ANNEXES

Annex 1:   Annualized Workplan 2007-2010

Annex 2:   Staff Terms of Reference

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[2] This is the List of SBAA and Non-SBAA Countries

ANNEX 1: ANNUALISED WORKPLAN 2007- 2009

WORKPLAN FOR 2007

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Sources of Funding	Budget Description	Amount
Policy frameworks/strategies to support decentralized State governance formulated and operationalised	1.1 Technical support in organization, holding and management of Governors' Forum				XXX	UNDP in partnership with MoPA States Gov'ts	Dutch	- Local travel - Admin cost - Consultancies - Conference cost	80,000
	1.2 Production of Forum report								
	1.3 Consultative meetings with MOPA for the approval of the TOR for the Policy Task Force			XXX	XXX	UNDP in partnership with MoPA States Gov'ts	DFID	- Travel costs - Stationery - Operations - Admin cost	20,000
	1.4 Support the setting up of the Policy Task Force based on the approved TOR								
	1.5 Field in international consultants to support the Policy Task Force in policy development								
	1.6 Present the draft policy frameworks to the MoPA for consideration and approval								
	1.7 Identify a host institution in India for the study tour			XXX	XXX	UNDP in partnership with MoPA States Gov'ts	DFID	- Local travel - International travel - Admin cost - Consultancies	60,000
	1.8 Finalise arrangements for the tour								
	1.9 Organise in-country and international travel of Governors								

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Sources of Funding	Budget Description	Amount
	1.10 Finalise the renovation of the state desk premises			XXX	XXX	UNDP in partnership with MoPA States Gov'ts	DFID	- Civil works (construction, fittings, plumbing and electrical works)	15,740
	1.11 Facilitate procurement of equipment and furniture for the state desk								
	1.12 Facilitate the issuance of request for quotation for the building of the meeting hall						Dutch		24,516
	1.13 Facilitate the commencement of construction work on the state desk meeting hall.								
	1.14 Facilitate the appointment of the project technical committee by the State Governor								

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Sources of Funding	Budget Description	Amount
	1.15. Provide a space at the state desk for internet access by state coordination offices				XXX		TRAC	- Furniture - Equipment - Consultancies - Stationery - Logistics	100,000
	1.16. Facilitate the procurement of basic office furniture and equipments for state coordination offices in Juba								
	1.17. Develop terms of reference and identify consultants for the training of staff of state coordination offices in development cooperation and representation								
	1.18. Facilitate training of staff of state coordination office.								
	1.19. Needs assessment for capacity development support needs of state coordination offices in 2008 and 2009			XXX	XXX		Dutch	- Local travel - Admin cost - Supplies	10,000
	1.20. Consult with state Governors and MoPA for the establishment of a project technical committee.								
	1.21. Develop the TOR for State Project Technical Committees								
	1.22. Support the establishment of a State Project Technical Committee in all 10 States								

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Sources of Funding	Budget Description	Amount
	1.23. Technical and logistical Support to MoPA in the coordination of the implementation of this component of the project			XXX	XXX	UNDP in partnership with MoPA and States Gov'ts	Dutch	- Travel expenses - Meeting expenses - Stationary	60,000
	1.24. Capacity development of MoPA in the coordination of the monitoring and evaluation of the project – holding of two Project Board and two Technical Committee meetings			XXX	XXX	MoPA UNDP	Dutch	- Travel - Stationery	50,000
	1.25. Facilitate proper documentation of project outputs generated			XXX	XXX	UNDP in partnership with MoPA and States Gov'ts	Dutch	- printing cost - Misc	30,000
	1.26. Facilitate procurement of project equipment and furniture and operation cost			XXX	XXX	UNDP in partnership with MoPA States Gov'ts	Dutch DFID	- Equipment - Furniture - Operation cost	36,769 3,661
	Total Costs								490,686

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Sources of Funding	Budget Description	Amount
Capacity of states in planning, budgeting and financial management for effective service delivery.	2.1. Draft strategic planning workshop reports transformed into final strategic plans			XXX		UNDP in partnership with MoFEP State MoF	Dutch	- Local travel - International travel - Admin cost - Consultancies - Printing	80,000
	2.2. Facilitate linkage of state strategic plans to GoSS Budget Sector Working Groups.								
	2.3. Advise states in ensuring that state strategic plans are costed based on resource availability								
	2.4. Draft State Strategic Plans updated with current county data and finalized								
	2.5. Support launching of strategic plans in all 10 states.								

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EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Sources of Funding	Budget Description	Amount
	2.6. Work with the MoFEP in finalizing the state planning framework			XXX	XXX	UNDP in partnership with MoFEP State MoF	DFID	- Logistics - Travel : Supplies - Consultancies	350,000
	2.7. Hold induction workshop for planning specialists on GoSS annual planning framework.								
	2.8. Develop training materials for training of state officials in planning and budgeting.								
	2.9. Facilitate the training of at least 400 state officials in planning and budgeting using the planning framework								
	2.10. Consult with state Governors and MoFEP or the establishment of a planning and development committee								
	2.11. Formulate working rules and procedures of the planning committees								
	2.12. Facilitate the appointment of the state planning and development committee by the State Governor								
	2.13. Provide technical and financial support to States in annual planning and budgeting for effective service delivery.								
	2.14. Provide technical support to the MoFEP in coordinating support to States in planning and budgeting.								

Support to the States Programme – Annualised Workplan 2007-2009

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Sources of Funding	Budget Description	Amount
	2.15. Technical support to States in Planning – 10 UNV Planning Specialist			"	"	"	"	"	"
	2.16. Facilitate dialogue at GoSS, States and County levels on, and the formulation of, state development fund concept.			X	X	UNDP in partnership with MoFEP State MoF	DFID	- Travel expenses - Meeting expenses - Stationary	100,000
	2.17. Facilitate the review of the state development fund concept and its approval by the project board								
	2.18. Facilitate the development of detailed implementation arrangements, including methodology and sustainability strategy of the state development fund.								
	2.19. Technical and logistical Support to MoFEP in the coordination of the implementation of this component of the project			XXX	XXX	UNDP in partnership with MoFEP State MoF	Dutch	- Travel expenses - Meeting expenses - Stationary	60,000
	2.20. Facilitate proper documentation of project outputs generated			XXX	XXX	UNDP in partnership with MoFEP State MoF	Dutch	- Printing cost - misc	40,000

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Sources of Funding	Budget Description	Amount
	2.21. Facilitate procurement of project equipment and furniture			XXX	XXX	UNDP in partnership with MoFEP State MoF	DFID	- Equipment - Furniture - Operations	85,161
	Total Costs								710,645
Capacity Building of State Assemblies for law making and oversight functions improved	3.1. Support MPA in the development of training materials and organization of training for state assembly committees, speakers and clerks on parliamentary procedures, oversight functions and on the constitutions			XXX	XXX	MPA, UNDP, MLACD State Assemblies	Dutch	- Travel costs - Stationery - Consultancies	150,000
	3.2. Technically support (with consultants) the training of State Assembly committees, speakers and clerks								
	3.3. Support MPA in undertaking assessment of the outcome of training of state assembly members and committees				XXX	MPA, UNDP, MLACD State Assemblies	DFID	- Travel costs - Consultancies - Stationery	30,000

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Sources of Funding	Budget Description	Amount
	3.4. Facilitate dialogue with MPA and State Assemblies on the establishment of South Sudan State Assemblies Speakers' Forum.					MPA, UNDP, State Assemblies	DFID	- Travel costs - Consultancies - Stationery	30,000
	3.5. Field in a consultant to support the development of the concept paper for state assemblies speakers' forum								
	3.6. Produce a concept for consideration by the MPA and State Assemblies.								
	3.7. Technical and logistical Support to MPA in the coordination of the implementation of this component of the project.			XXX	XXX	MPA, UNDP	DFID	- Travel costs - Stationery - Workshops - Operations	60,000
	3.8. Facilitate proper documentation of project outputs generated			XXX	XXX	MPA, UNDP	Dutch	- Printing cost - Misc	40,000
	3.9. Facilitate procurement of project equipment and furniture			XXX	XXX	MPA, UNDP	Dutch	- Office Furniture - Office Equipment Operations	30,968
	Total Costs								**340,968**
Capacity Building in Urban Management and Rehabilitation of Physical	4.1 Continuing TA support to States with urban management by Juba-based advisers.			XXX	XXX	UNDP in partnership with State MPIs, MHLPU, & UN-Habitat	DFID	- Consultancies - Local travel - Stationery	60,000

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Sources of Funding	Budget Description	Amount
Infrastructure	4.2 Short-term consultants for formulation of training at state level in urban management; and in formulating resource mobilization strategies for urban management plans (backstopped by UN HABITAT)			X	XXX	UNDP in partnership with State MPIs, MHLPU, & UN-Habitat	Dutch	- Consultancies - Local travel - Stationery - Equipment	54,000
	4.3 Counterpart professional development through on-the-job training.			XXX	XXX	UNDP in partnership with State MPIs, MHLPU, & UN-Habitat	DFID	- Staff costs - Stationery	70,000
	4.4 HABITAT support to States, urban management and human settlements			XXX	XXX	UNDP in partnership with State MPIs, MHLPU, & UN-Habitat	DFID	- Travel costs - Stationery - Workshops - Operations	100,000
	4.5 Technical and logistical Support MHLPU in the coordination of this component of the project			XXX	XXX	UNDP in partnership with State MPIs, MHLPU, UN-HABITAT	Dutch	- Logistics - Operations	60,000
	4.6. Facilitate proper documentation of project outputs generated			XXX	XXX	MPA, MHLPI State MPI	DFID	- printing cost - Misc	40,000
	4.7. Facilitate procurement of project equipment and furniture			XXX	XXX		DFID	- Equipment - Furniture	24,710
	Sub-Total								**408,710**

X

Support to the States Programme – Annualised Workplan 2007-2009

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Sources of Funding	Budget Description	Amount
Project Effectively managed	5.1. Facilitate day to day management, monitoring and evaluation of the project effectively (Joint monitoring and evaluation with Line Ministries, Donor Partners and GoSS and State Level Technical Committees will be critical in this respect)			XXX	XXX	UNDP	50% DFID 50% Dutch	- Personnel - Logistics - Admin cost	316,246
TOTAL									2,367,535

WORKPLAN FOR 2008 -2009 (INDICATIVE)

EXPECTED OUTPUTS	PLANNED ACTIVITIES	RESPON SIBLE PARTY		PLANNED BUDGET			
		2008	2009	Source of Funds	Budget Description	2008	2009
Enhanced State Capacity in policy and regulatory frameworks	Support MoPA in effectively supported in coordinating support to States.	X	X	DFID, Dutch AfDB, UNDP Others	Consultancies - Travel - Equipment - Stationery - Personnel - Furniture - Audio visual - Supplies - Misc	845,195	560,215
	Hold three Governors' Fora annually	X	X				
	Facilitate formulation of policy framework for support to states, including support for urban management.	X					
	Continue to support the capacity development of state coordination offices	X	X				
	Facilitate sstudy tour to a Sub-Saharan African Country with Federal Government System by State Governors	X					
	Support the completion and inauguration of State Desk Conference Hall.	X					
	Facilitate International and in country study tours for Senior MoPA officials on state coordination		X				
	Conduct mid-term evaluation of the programme conducted.		X				
	Facilitate capacity development to states in policy formulation and implementation		X				
	Carry out the final evaluation of the programme		X				

| EXPECTED OUTPUTS | PLANNED ACTIVITIES | RESPONSIBLE PARTY | | | Source of Funds | PLANNED BUDGET | | |
		2008	2009			Budget Description	2008	2009
	Technical and logistical Support in the coordination of this component of the project operation cost, including cost of central coordination workshop	X	X			1.		
Capacity of states in planning, budgeting and financial management improved.	Facilitate the establishment and maintenance of an information system for state planning	X	X	MoFEP State MoF UNDP	DFID, Dutch AfDB, UNDP Others	Consultancies - Travel - Equipment - Stationery - Personnel - Furniture - Audio visual - Supplies - Misc	1,902,688	3,281,183
	Facilitate annul review and revision of State Strategic Plans	X	X					
	Support the formulation of state annual plans and budgets, bringing on board experiences and lessons from previous years formulation process	X	X					
	Facilitate the piloting and full operationalisation of State Development Fund	X	X					
	Facilitate capacity development of states in the proper application of official public finance management policies.	X	X					
	Report on support for the implementation of State annual plans		X					
	Support States in the formulation and rolling out of resource mobilization strategies		X					
	Technical and logistical Support in the coordination of this component of the project operation cost, including cost of central coordination workshop	X	X					

Support to the States Programme – Annualised Workplan 2007-2009

EXPECTED OUTPUTS	PLANNED ACTIVITIES	RESPONSIBLE PARTY 2008	RESPONSIBLE PARTY 2009		Source of Funds	PLANNED BUDGET Budget Description	2008	2009
Capacity of State Assemblies for law making and oversight functions improved	Training of State Assembly members in committee procedures and the exercise of oversight functions assembly functions	X		MPA S/Assemblies UNDP	DFID, Dutch AfDB, UNDP Others	Consultancies - Travel - Equipment - Stationery - Personnel - Furniture - Audio visual - Supplies - Misc	506,344	506,344
	Facilitate the institutional development of state assemblies secretariats	X	X					
	Support the study tours by State Assembly committee members to neighboring counties.		X					
	Establishment of State Assembly speakers Forum and the holding of one Forum annually	X	X					
	Facilitate support for reference and documentation centers of state assemblies with reference materials	X						
	Dialogue on the formulation of mechanism of training state ministers on parliamentary procedures and training based on the outcome of the dialogue		X					
	Support the Ministry of Parliamentary Affairs in coordinating this component of the project	X	X					
Capacity Building in Urban Management and Rehabilitation of Physical Infrastructure	Urban Management TAs to support State MPIs.	X	X	MHLPU State MPIs UNDP	DFID, Dutch AfDB, UNDP Others	Consultancies - Travel - Equipment - Stationery - Personnel - Furniture - Audio visual - Supplies	512,366	533,871
	Drafting and discussion of Urban Management Framework as reference handbook for local staff.	X	X					
	Development of long-term urban management training plan	X						
	Civil Engineering TAs to support State MPIs.	X	X					

EXPECTED OUTPUTS	PLANNED ACTIVITIES	RESPONSIBLE PARTY		PLANNED BUDGET			
		2008	2009	Source of Funds	Budget Description	2008	2009
	Counterpart professional development through on-the-job training, workshops, study tours etc.	X	X		- Misc		
	Continuing TA support to MHLFU – focus on developing policy formulation and technical guidance functions.	X	X				
	Consultants to assist with development of building codes & standards, material testing etc.	X	X				
	Recruitment of consultants to execute Urban Land Management Study - to develop policy framework for efficient and transparent mechanisms for land transactions & records.		X				
	Receipt of consultants' report and review by States and MHLPU.						
	MHLPU and consultants work with States to implement Urban Land Management consultant recommendations	X	X				
	Recruitment of consultant for design & implementation of Land Information System (LIS)	X	X				
	Receipt of LIS consultants' report and review by States and MHLPU and monitor implementation	X					
	Selection of three towns for demonstration upgrading project	X					
	Recruitment of Consultants for planning & design of settlement upgrading projects.	X	X				

EXPECTED OUTPUTS	PLANNED ACTIVITIES	RESPONSIBLE PARTY		PLANNED BUDGET			
		2008	2009	Source of Funds	Budget Description	2008	2009
	Technical and logistical Support in the coordination of this component of the project operation cost, including cost of central coordination workshop	X	X				
Project effectively managed	Facilitate the effective management and monitoring of the project			MHLPU State MPIs UNDP	DFID, Dutch AfDB, UNDP Others	Consultancies - Travel - Equipment - Stationery - Personnel - Supplies - Misc	648,387	648,387
Annual budget totals (2008-2009)						4,414,980	5,530,000
Total Budget (2008 – 2009)							US$ 9,660,000
Total Budget 2007 b/f							US$ 2,267,535
Total Project Cost						-	- US$ 12,212,515

PROJECT MANAGER
(International ALD)
One Year (renewable)

Background Information

The Comprehensive Peace Agreement (CPA) signed in January 2005 marked a critical juncture in Sudanese history, creating an opportunity for the people of Southern Sudan to cultivate peace. The CPA ended the longest civil war in Africa, which left Southern Sudan with development conditions among the lowest to be found anywhere in the world, as measured by almost any indicator.

The CPA also represents a real opportunity for the Government of Southern Sudan (GoSS) to put into practice its stated visions for bottom-up, responsive and democratic governance in Southern Sudan. However it also poses enormous challenges in terms of putting in place the functioning governance institutions that were destroyed by the war and left with little institutional memory and capacity. Hence the capacity in South Sudanese institutions can be described at best as rudimentary.

The GoSS will therefore need time to establish itself and develop and implement policies and legislation, as well as build new capacities, systems and structures. The GoSS will also need to shift the governance 'culture' from a highly centrist-militarized administration into an open, representative and responsive civilian government. It will need to handle immense post war recovery challenges: the (re)construction of a devastated Southern Sudan, the return and reintegration of up to an estimated 3-4 million people in the first years following the CPA, the reintegration of thousands of ex-combatants, the establishment of basic rule of law and law enforcement, reconciliation between fractured and dislocated southern communities affected by generations of conflict, the establishment of basic services in all sectors and all areas, and the management of a major increase in inflow of resources (including oil revenues and post war reconstruction funds from international donors and aid agencies).

UNDP's Role

UNDP is one of the leading partners of the GOSS in promotion of decentralized democratic good governance through its technical and program assistance. The UNDP support is channeled through programme areas such as (I) support to the GOSS in developing governance policies, strategies and legislations (ii) support to decentralized governance: state, local and municipal governments and (iii) recovery programme. In program and activities, UNDP works in close cooperation with the GOSS, donor partners and NGOs. UNDP Governance program is expanding together with the governance reform in Southern Sudan. The Decentralization Governance Unit of UNDP has a number of projects involving

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international advisors and national staff. It is headed by Senior Advisor/Team Leader.

UNDP has launched Support to the State Programme to promote democratic decentralized governance at the state level. Under this program, states will be provided support in organizational management, financial management, state strategic planning process, physical infrastructure development, urban management and capacity development of the state assemblies. The team working for the programme will consist of national and international professionals. The program will be implemented in close coordination and cooperation with the GOSS, the state officials (Governors and Ministers), other UNDP programs in the states, international donor partners and NGOs.

UNDP Southern Sudan proposes to recruit a Project Manager for the Support to the State Program, who will be located in Juba.

Duties, Responsibilities, Competencies and Required Qualifications

Under the overall supervision of the Deputy Head of Office, but under the direct supervision and guidance of the Senior Governance Advisor/Team Leader and as the integral part of the Decentralized Governance Unit, the State Programme Manager will have the following responsibilities and duties:

Program Development, Management and Administration

- Conduct daily management and administration of project activities in close cooperation and coordination with GOSS counterparts, state officials and related partners as required;

- Liaise and coordinate closely with the counterparts, donors, NGOs, UN Agencies as well as other international organizations and prepare quarterly and annual progress reports

- Ensure effective support and coordination with other UNDP projects particularly with the Local Governance Recovery Programme (LGRP)

- Provide guidance and management support to all staff working for the Support to the State Programme;

- Ensure UNDP financial systems and reporting are properly set up and operating effectively for this Programme;

- Ensure timely reporting to the donor partners as required on the program and budget;

- Monitor closely the project budget and expenditure and guide staff in program budget preparation and revisions and report to the Senior Advisor/Team Leader on regular basis;

- Document the experiences and lessons learned and contribute to the UNDP knowledge and capacity building;

- Report to the project technical Committee and the Project Board on the management and implementation of the Programme.

Support to the States Programme - Terms of Reference for Project Personnel

- Represent the programme management as well as carry out other tasks assigned by the Senior Advisor/Governance Team Leader

Competencies

- Management / Leadership - Candidates should be able to demonstrate an ability to very quickly take on the leadership role for startup and the implementation of the program

- Adaptability -- An ability to organize and produce results in a very fluid working environment with sensitive political, policy and coordination dimensions and in which starting levels of capacity are very low and working conditions often very difficult, and,

- Innovativeness – An ability to observe local opportunities for developing program concepts and turn them into actions that contribute to democratic state/ local governance strengthening and participatory development.

Required Skills & Qualifications

- Masters degree in public administration, management, development studies, economics, political science, law or related social sciences

- At least 10 years professional experience in programme management covering oversight of all core administrative functions (finance, planning, HR, procurement, logistics), and having played a major role(s) in a programme of similar nature in a developing country

- Good understanding of the governance issues and agenda particularly in areas of decentralization and good governance

- Strong background in team building, capacity development and personnel management.

- Experience in post-war recovery environments preferred.

- Hands on experiences with UNDP programming and budgeting

- A background in organizational development and capacity building preferred

- Experience of working in decentralization/governance programs in developing countries is desirable

- Willingness to work in difficult post-conflict environment desirable

- Very good written and oral communication skills.

- Strong computer skills (Word, Excel, etc.).

Support to the States Programme - Terms of Reference for Project Personnel

PLANNING & FINANCE COORINATOR
International ALD
One Year (renewable)

Background Information

The Comprehensive Peace Agreement 2005 (CPA) ended more than two decades of civil war in Southern Sudan. It brought about peace, created environment for building democratic governance, initiating recovery programmes and planning for the development of South Sudan. The CPA provides an overall vision and broad strategies to guide governance and development processes in post-conflict Southern Sudan. The CPA also recognizes the political and administrative autonomy of Southern Sudan, meaning that federalism and decentralization provide the framework for governance.

In this regard, working in close collaboration with key actors of the Government of Southern Sudan (GOSS), the State authorities and other relevant partners, UNDP, through this Support to the States Programme (preparatory assistance), focuses, inter alia, on providing technical assistance and capacity development support to the 10 state governments in order for them to become effective units of governance. UNDP's support in this regard focuses on enabling the state governments to plan and deliver services. In addition, it facilitates the states to have dialogue with the GOSS and partner organizations in development and service delivery.

The GOSS recognizes the immense challenges associated with implementing the CPA and the role states need to play through improved planning and service delivery so that people can enjoy the "peace dividend". Therefore, it considers institutionalization of democratic, accountable and participatory good governance at all levels as the most appropriate way to address the challenges. However, institutionalization of democratic good governance must evolve through a process. Among others, it must ensure that state administrations are fully established with appropriate policies and management and service delivery systems. It is in this context that UNDP seeks to support the capacity building of the States through the Support to the State Programme.

Brief Description of the Support to State Programme

The overall objective of the Support to the States Programme therefore, is to promote democratic good governance at the state level. One of the mechanisms of promoting this is the establishment of a clear planning process which enables state administrations identify priorities and deliver services in an effective manner. Planning and budgeting are important instruments to facilitate this process, hence support in the formulation of strategic plans, annual planning and budgeting is proposed. The strategic plans are expected to serve as the basis of guiding the state governments in immediate (rehabilitation and reconstruction), annual and long-term planning and the management of its service delivery process in general. UNDP has already deployed planning and budgeting specialists (two – one International UNV and one National Professional per state) as Planning and Financial management Specialists to support capacity development of the states in this area. UNDP now seek (through this TOR) to recruit a Senior Planning/Finance Specialist to technically backstopping the planning and financial management specialists.

Duties And Responsibilities

Under the overall supervision of the Support to the State Programme Manager, and with technical guidance from the Governance Unit Programme Specialist and National Governance Analyst, the Senior Planning/Finance Specialist shall undertake the following duties:

- ❑ Support the Project Manager in liaising with MoFEP in coordinating support to states in planning, budgeting and financial management

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- Coordinate and provide technical support to all planning and financial management specialists in the updating of strategic development plans and in the production of annual plans and budget that would feed into GoSS planning process.

- Provide guidance to planning specialists in their technical support to states in the mainstreaming of relevant crosscutting issues such as gender, environment and HIV/AIDS in the state development planning and implementation process.

- Backstop the planning and financial management specialists in their Support to the State institutions in the design, development and implementation of development programmes and resource mobilisation strategies within the framework of the strategic plan.

- Technically support the financial management specialists in assisting states in the improvement and/or design, establishment and management of functional financial management systems (including budgeting system) by state administrations.

- Provide technical guidance to the planning and financial management specialists in supporting states in operationalising the latter's revenue collection, administration and utilization policies.

- Provide technical support to planning and financial management specialists in the capacity development of various state institutions in financial management, including internal controls through development and implementation of capacity building programmes.

- Consolidate and analyze monthly, quarterly and annual progress report submitted by planning and financial management specialists for submission to the States Project manager..

- Technically guide the planning and finance management specialists in developing and organizing capacity development programmes in planning and budgeting for state officials.

- Provide critical technical inputs for the design and development of monitoring and coordination systems for support to the states programme and in the formulation of similar tools for state institutions to monitor their respective development programmes.

- Ensure the optimal untilisation of the core competences of the planning and financial management specialists by advising the States Project Manager on their deployments.

- Carry out other related duties as assigned by the Support to State Programme Manager

Required Qualifications

- Advanced university degree or equivalent in economics, accounting, management, development studies, rural development, regional planning, community development, sociology and related social sciences or relevant professional qualifications such as engineering, accounting and financial management.

- Minimum of seven years professional experience working with government (central and local) and international development organizations at technical and strategic levels.

- A demonstrable understanding of policy implications of strategic plans and annual plans and budgets.

- Experience in the design, development and implementation of strategic development plans, annual plans and budgets at national and sub-national levels in developing countries is critical.

- Ability to lead a participatory process of designing and developing project proposals, and of developing resource mobilization strategies for project proposals.

- Strong skills in negotiation, facilitation and training, and sensitivity to cross cultural issues and interpersonal relations.

- Good analytical skills and ability to interpret complex socio-cultural backgrounds as well as quickly obtain an overview of a variety of activities and approaches of national and international actors.

- Ability to write analytical, succinct and clear reports in English is a must

- Willingness to live and work under difficult conditions

- Good command of MS Office applications (including Word, Excel, PowerPoint)

PROJECT ANALYST
National Professional
One Year (renewable)

Background

The Comprehensive Peace Agreement 2005 (CPA) ended more than two decades of civil war in Southern Sudan. It brought about peace, created environment for building democratic governance, initiating recovery programmes and planning for the development of South Sudan. The CPA provides an overall vision and broad strategies to guide governance and development processes in post-conflict Southern Sudan. The CPA also recognizes the political and administrative autonomy of Southern Sudan, meaning that federalism and decentralization provide the framework for governance.

In this regard, working in close collaboration with key actors of the Government of Southern Sudan (GOSS), the State authorities and other relevant partners, UNDP, through this Support to the States Programme (preparatory assistance), focuses, inter alia, on providing technical assistance and capacity development support to the 10 state governments in order for them to become effective units of governance. UNDP's support in this regard focuses on enabling the state governments to plan and deliver services. In addition, it facilitates the states to have dialogue with the GOSS and partner organizations in development and service delivery.

The GOSS recognizes the immense challenges associated with implementing the CPA and the role states need to play through improved planning and service delivery so that people can enjoy the "peace dividend". Therefore, it considers institutionalization of democratic, accountable and participatory good governance at all levels as the most appropriate way to address the challenges. However, institutionalization of democratic good governance must evolve through a process. Among others, it must ensure that state administrations are fully established with appropriate policies and management and service delivery systems. It is in this context that UNDP seeks to support the capacity building of the States through the Support to the State Programme.

Brief Description of the Support to State Programme

The overall objective of the Support to the States Programme therefore, is to support the promotion of democratic good governance at the state level. One of the mechanisms of pursuing this objective is to support the formulation of clearer and more longer-term policies and development strategies. While this is the primary responsibility of the states themselves, it is also critical that GOSS and development partners continue to support them in this endeavour, hence the support to the states programme. To facilitate the smooth implementation of the programme, a functional programme management system, including a clear programme monitoring and backstopping mechanisms needs to be established. UNDP therefore, seeks to recruit a suitably qualified Sudanese professional to serve as Project Analyst with primary responsibility of assisting the Project Manager in the day to day management of the programme.

Duties and Responsibilities

Under the overall supervision of the Support to State Project Manager, and with technical guidance from the Governance Unit Programme Specialist and National Governance Analyst, the Programme Specialist shall undertake the following duties:

❑ Assist the programme manager in formulating quarterly workplans and budgets in line with the annual programme work plans.

❑ Consolidate monthly, quarterly and annual programme reports, submitted by programme teams at state level to feed into the overall programme report for the same periods..

- ❑ Take minutes of all PMU programme meetings and ensure the necessary follow up of actions recommended there from.

- ❑ Coordinate the work of consultants deployed under the programme in consultation with the Project Manager, and take part in their evaluation.

- ❑ Carry our field monitoring of programme activities jointly with the states programme teams and other UNDP staff at state level and generate appropriate reports.

- ❑ Backstop the state programme teams in the supporting the operationalisation of state strategic development plans

- ❑ Coordinate support to states in the review and revision of state strategic plans in consultation with the project manager.

- ❑ Support the Good Governance, Equity and Political Participation Programme in the coordination of the implementation of the capacity development of state legislatures.

- ❑ Carry out other related duties as assigned by the Support to State Project Manager

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Required Qualifications and Experience

- ❑ Advanced University degree in economics, management, development studies, rural development, regional planning, community development, sociology and related social sciences as well as relevant professional qualifications such as engineering and financial management.

- ❑ At least five years experience working with government (central and local) and international development organizations at technical and strategic levels.

- ❑ Strong skills in the design and implementation of monitoring and evaluation of programme activities.

- ❑ Experience in the design, development and management of development plans and programmes at national and sub-national levels in developing countries.

- ❑ Strong skills in negotiation, facilitation and training, and sensitivity to cross cultural issues and interpersonal relations.

- ❑ Good analytical skills and ability to interpret complex socio-cultural backgrounds as well as quickly obtain an overview of a variety of activities and approaches of national and international actors.

- ❑ High level proficiency in English with the ability to write analytical, succinct and clear reports in English a must.

- ❑ Willingness to live and work under difficult conditions

- ❑ Good command of MS Office applications (including Word, Excel, PowerPoint)

ADMIN/FINANCE ANALYST
National Professional
One Year (Renewable)

Background Information

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Duties And Responsibilities

Under the overall supervision of the Support to State Project Manager, and with technical guidance from the Project Analyst and Governance Analyst, the Admin/Finance Analyst shall undertake the following duties:

Administrative Responsibilities

- Assist the Project Manager in the day to administration of the programme management unit.

- Organize, and administratively and logistically manage official events under the programme such as Governors' Forum and development fora such as state strategic planning workshops and similar events.

Support to the States Programme - Terms of Reference for Project Personnel

- Provide support to programme teams / consultants in the preparation of the necessary documentation for their travel, flight bookings, security, medical clearances, visas, claims for travel expenses and accommodation.

- Ensuring the design, establishment and maintenance of professional and user-friendly records management system within the Project Management Unit (PMU).

- Ensure the maintenance of an efficient and user-friendly procurement and inventory management system within the PMU in line with established systems, and coordinate all procurement activities of the programme in consultation with the procurement unit.

- Facilitate coordinate of the PMU with the Human Resource Unit in the recruitment of project staff and consultants and in the efficient administration of their contracts.

- Carry out other admin related duties as assigned by the Support to State Project Manager

Finance Responsibilities

- Ensure the preparation of working advances and that all programme expenditures are properly recorded and advances accounted for appropriately and on time

- Assist the programme manager in the preparation of budgets and budget revisions, expenditure control and monitoring of project expenditures in consultation with Governance Unit Finance Associate.

- Facilitate the production of monthly, quarterly and annual project financial reports in consultation with the Governance Unit Finance Associate.

- Support the process of any internal and external audits of the programme.

- Carry out other finance related duties as assigned by the Support to State Programme Manager

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Required Qualifications and Experience

- Masters degree in financial management or business administration or public administration or related field.

- At least five years work experience in financial administration and accounting with government, non-governmental organizations and private sector.

- Hands on experience in project and/or office administration, procurement and events management in reputable organisation.

- Good understanding of human resource management, and hands on experience in personnel is essential

- Proficiency at the highest level in English, Arabic and knowledge of other local languages would be an asset.

- Project management experience within UNDP, especially as related to the ATLAS financial control system an asset.

PLANNING SPECIALISTS
10 International UNVs
One Year (Renewable)

Background Information

The Comprehensive Peace Agreement 2005 (CPA) ended more than two decades of civil war in Southern Sudan. It brought about peace, created environment for building democratic governance, initiating recovery programmes and planning for the development of South Sudan. The CPA provides an overall vision and broad strategies to guide governance and development processes in post-conflict Southern Sudan. The CPA also recognizes the political and administrative autonomy of Southern Sudan, meaning that federalism and decentralization provide the framework for governance.

In this regard, working in close collaboration with key actors of the Government of Southern Sudan (GOSS), the State authorities and other relevant partners, UNDP, through this Support to the States Programme (preparatory assistance), focuses, inter alia, on providing technical assistance and capacity development support to the 10 state governments in order for them to become effective units of governance. UNDP's support in this regard focuses on enabling the state governments to plan and deliver services. In addition, it facilitates the states to have dialogue with the GOSS and partner organizations in development and service delivery.

The GOSS recognizes the immense challenges associated with implementing the CPA and the role states need to play through improved planning and service delivery so that people can enjoy the "peace dividend". Therefore, it considers institutionalization of democratic, accountable and participatory good governance at all levels as the most appropriate way to address the challenges. However, institutionalization of democratic good governance must evolve through a process. Among others, it must ensure that state administrations are fully established with appropriate policies and management, planning and service delivery systems. It is in this context that UNDP seeks to support the capacity building of the States through the Support to the State Programme.

Brief Description of the Support to State Programme

The overall objective of the Support to the States Programme therefore, is to promote democratic good governance at the state level. One of the mechanisms of promoting this is the establishment of a clear planning process which enables state administrations identify priorities and deliver services in an effective manner. Strategic planning is an instrument to facilitate this process, hence support in the formulation of strategic plans is proposed. The plans are expected to serve as the basis of guiding the state governments in immediate (rehabilitation and reconstruction), annual and long-term planning and the management of its service delivery process in general. UNDP seeks to recruit and deploy to states International UN Volunteers as Planning Specialists to support capacity development of the states in this area.

Duties And Responsibilities

Under the overall supervision of the Support to the State Programme Manager, and with technical guidance from the Programme Specialist and National Governance Analyst, and in collaboration with the Finance and Organisational Development Specialists, the Planning Specialist shall undertake the following duties:

❑ Technically assist State Administrations in the formulation of strategic development plans.

❑ Provide technical backstopping to States in the review and revision of strategic plans.

❑ Support the mainstreaming of relevant crosscutting issues such as gender, environment and HIV/AIDS in the state development planning and implementation process.

- Support State institutions in the design, development and implementation of development programmes and resource mobilisation strategies within the framework of the strategic plan.

- Support the states in preparation of annual work plans and budgets based on state strategic development plans.

- Develop and organize capacity development programs on planning and development for state officials. In particular, mentor and guide the national counterparts in planning for sustainability.

- Assist the States in the design and development of monitoring and coordination systems among various ministries/sectors, development partners such as UN agencies, NGOs/CSOs and the private sector.

- Support the capacity development of counties together with Local Government Recovery Programme and other UNDP staff in the states.

- Coordinate with UNDP/UN professionals and representatives of other development partners located in the state in supporting planning and service delivery processes.

- Report on regular basis to local counterparts and other stakeholders as required.

- Carry out other related duties as assigned by the Support to State Programme Manager

Required Qualifications

- Advanced university degree or equivalent training in economics, management, development studies, rural development, regional planning, community development, sociology and related social sciences as well as relevant professional qualifications such as engineering and financial management.

- Minimum of five years professional experience working with government (central and local) and international development organizations at technical and strategic levels.

- Experience in the design, development and management of development plans and programmes at national and sub-national levels in developing countries.

- Strong skills in negotiation, facilitation and training, and sensitivity to cross cultural issues and interpersonal relations.

- Experience in strategic planning, project design and development and capacity development.

- Experience in the design and management of financial, management and administration systems.

- Good analytical skills and ability to interpret complex socio-cultural backgrounds as well as quickly obtain an overview of a variety of activities and approaches of national and international actors.

- Ability to write analytical, succinct and clear reports in English is a must

- Willingness to live and work under difficult conditions

- Good command of MS Office applications (including Word, Excel, PowerPoint)

FINANCIAL MANAGEMENT SPECIALISTS
10 National Professionals
One Year (Renewable)

Background Information

The Comprehensive Peace Agreement 2005 (CPA) ended more than two decades of civil war in Southern Sudan. It brought about peace, created environment for building democratic governance, initiating recovery programmes and planning for the development of South Sudan. The CPA provides an overall vision and broad strategies to guide governance and development processes in post-conflict Southern Sudan. The CPA also recognizes the political and administrative autonomy of Southern Sudan, meaning that federalism and decentralization provide the framework for governance.

In this regard, working in close collaboration with key actors of the Government of Southern Sudan (GOSS), the State authorities and other relevant partners, UNDP, through this Support to the States Programme (preparatory assistance), focuses, inter alia, on providing technical assistance and capacity development support to the 10 state governments in order for them to become effective units of governance. UNDP's support in this regard focuses on enabling the state governments to plan and deliver services. In addition, it facilitates the states to have dialogue with the GOSS and partner organizations in development and service delivery.

The GOSS recognizes the immense challenges associated with implementing the CPA and the role states need to play through improved planning and service delivery so that people can enjoy the "peace dividend". Therefore, it considers institutionalization of democratic, accountable and participatory good governance at all levels as the most appropriate way to address the challenges. However, institutionalization of democratic good governance must evolve through a process. Among others, it must ensure that state administrations are fully established with appropriate policies and management and service delivery systems. It is in this context that UNDP seeks to support the capacity building of the States through the Support to the State Programme.

Brief Description of the Support to State Programme

The overall objective of the Support to the States Programme therefore, is to promote democratic good governance at the state level. One of the mechanisms of promoting this is the establishment of clear financial management and accountability systems and procedures which enable the various institutions of the state administrations function effectively and efficiently for effective service delivery. It is in this context that UNDP and seeks to recruit and deploy financial management specialists to states as part of its technical assistance to the latter.

Duties And Responsibilities

Under the overall supervision of the Support to State Programme Manager, and with technical guidance from the Programme Specialist and National Governance Analyst, and in collaboration with the Organisational Development Specialist and Development Planning Specialist, the Finance Management Specialist shall undertake the following duties: -

- ❑ Technically support the improvement and / or design, establishment and management of functional financial management systems by state administrations.
- ❑ Technically support states in the administration of revenue collection and utilization.
- ❑ Support the states in preparation of annual budgets based on based on their annual work plans and strategic development plans.

- Support the capacity development of various state institutions in financial management, including internal controls through development and implementation of capacity building programmes.

- Coordinate with the Local Government Recovery Programme staff and other relevant UNDP staff in supporting the capacity development of counties in the area of financial management, including internal controls and financial monitoring.

- Produce monthly, quarterly and annual progress report for submission to UNDP and the state institution hosting the assignee. Copies of these reports should be shared with local counterparts and other stakeholders as required.

- Carry out other related duties as assigned by the Support to States Programme Manager

Required Qualifications

- Advanced university degree or equivalent in financial management or a reputable, internationally recognized professional accounting qualification. Affiliation or membership of a reputable professional accounting body is highly desirable. Candidates with first Degrees with 10 years work experience may be considered.

- At least 5 years work experience in financial administration and accounting with government, non-governmental organizations or private sector. 10 years work experience is required with candidates with first degrees only.

- Hands on experience in the design, development and maintenance of financial management and internal control systems

- Experience in auditing and/or financial monitoring, particularly with reputable international auditing firms will highly desirable

- Strong skills in negotiation, facilitation and training, and sensitivity to cross cultural issues and interpersonal relations.

- Experience in strategic planning, project design and development and capacity development.

- Experience in the design and management of financial, management and administration systems.

- Good analytical skills and ability to interpret complex socio-cultural backgrounds as well as quickly obtain an overview of a variety of activities and approaches of national and international actors.

- Ability to write analytical, succinct and clear reports in English is a must

- Willingness to live and work under difficult conditions

- Good command of MS Office applications (including Word, Excel, PowerPoint)

URBAN MANAGEMENT SPECIALISTS
(10 International UNVs)
One year (renewable)

Background Information

The Urban Management Programme (UMP) forms one of the components of the UNDP Support to the States Programme (SSP), which has been running since 2006. The SSP provides support at both GoSS and State levels, with the specific aim of strengthening the operations of State administrations in strategic planning, financial management, urban management and the implementation of physical infrastructure.

Teams of advisers are to be assigned to each State to provide technical assistance across a range of technical disciplines. Strategic Planning Advisers have already been mobilized; advisers in other disciplines, including urban management, are to be recruited, with the phasing of mobilization matched with the availability of funding resources.

The UMP evolved from the UNDP Urban Appraisal Study, carried out April-August 2005 by a team from the Development Planning Unit, University College London. The study was prompted by concern on the part of both the embryonic Government of Southern Sudan (GoSS) and the international development agencies about the ability of the urban administrations to cope with the expected large scale influx of IDPs/refugees and of the main towns to provide effective centres for the devolution of Government services and administration.

Scope of the Urban Management Component

The Urban Management Component aims to provide support to GoSS and State administrations to complement the major urban infrastructure investment being carried out by GoSS in all State capitals, with principal funding from MDTF and USAID. The UMP comprises:

- technical assistance to State Ministries of Physical Infrastructure (MPI)

- continuing support by the Urban Management Chief Technical Adviser (CTA) to the GoSS Ministry of Housing, Lands & Public Utilities (MHLPU)

- consultant studies to develop the key policy area of urban land management and municipal finance);

- demonstration projects to promote good urban development practice;

- training and capacity building for skills development.

Scope of Work

An Urban Management Adviser will be assigned to the Ministry of Physical Infrastructure in each State, along with an Engineering Adviser. Mobilization will be phased in line with funding resources and logistic considerations.

The UM Advisers will work with and alongside counterpart MPI staff in order to strengthen and expand operations in the field of urban management. The scope of work will respond to emerging needs and will be determined in discussion with the Director General of Physical Infrastructure, who reports to the State Minister of Physical Infrastructure. This is expected to include:

- preparation of development plans and district plans

- design and implementation of development layouts (residential and commercial)
- upgrading of underserved formal and informal settlements
- promoting community participation in development planning
- planning of basic infrastructure (especially water supply and sanitation)
- promoting transparent and equitable land management mechanisms
- routine technical coordination with other State Ministries
- supporting MPI liaison with technical consultants
- supporting budget preparation exercise
- supporting MPI inputs to the State Strategic Planning exercise
- coordination with other UN development agencies
- formulating training and skills development for counterpart staff (both informal on-the-job and formal activities)

Other tasks will be undertaken as required, in accordance with locally determined priorities. These will include encouraging the use of systematic procedures and promoting good technical and administrative practice in MPI operations.

The work is likely to concentrate initially on the State capital, where the pressures of urbanization are greatest. However, the MPI remit covers the whole State and so the scope of work will include support to the various other County towns in the State.

Professional and technical support will be provided by the CTA Urban Management based in GoSS MHLPU.

Overall management support will be provided by the SSP Programme Manager, based in the Ministry of Presidential Affairs, Juba.

The UM Adviser will report to the CTA Urban Management on all technical matters, and to the SSP Programme Manager on all project management and programmatic matters.

The UM Adviser will coordinate with other SSP advisers in the State to ensure consistency with the State development objectives and the work of other State ministries. He/she will also ensure that outputs are consistent with the objectives of the SSP and, on a broader scale, of the UNDP Southern Sudan.

Required Qualifications

- A university degree or equivalent in a technical field related to urban management, preferably with a Masters or higher qualification; e.g. town planning, civil engineering, economics, environmental studies, social development etc.
- Significant practical experience of integrated urban development projects in developing countries, preferably in the Central/East African region.
- Understanding of the techniques required to meet the development needs of low-income urban households.
- Good command of MS Office applications (including World, Excel and PowerPoint).
- Good command of spoken and written English.

Support to the States Programme - Terms of Reference for Project Personnel

CIVIL ENGINEERING SPECIALISTS
(10 National Professionals)
One year (renewable)

Background Information

The UNDP Support to the States Programme (SSP) has been running since 2006. The SSP provides support at both GoSS and State levels, with the specific aim of strengthening the operations of State administrations in strategic planning, financial management, urban management and the implementation of physical infrastructure.

Teams of advisers are to be assigned to each State to provide technical assistance across a range of technical disciplines. Strategic Planning Advisers have already been mobilised; advisers in other disciplines, including civil engineering, are to be recruited, with the phasing of mobilization matched with the availability of funding resources.

The effective delivery of physical infrastructure throughout the country is a development priority. GoSS has launched a major initiative to deliver large-scale infrastructure investment to all State capitals, covering water & sanitation, power supply, roads and drainage. The States are simultaneously investing in public works programmes throughout their territory; and they need technical support to ensure effective management and delivery of construction projects.

Scope of Work

An Engineering Adviser will be assigned to the Ministry of Physical Infrastructure in each State, to work alongside an Urban Management Adviser under the same programme. Mobilisation will be phased in line with funding resources and logistic considerations.

The Engineering Adviser will work with and alongside counterpart MPI staff in order to strengthen and expand operations in the field of civil engineering and construction. The precise scope of work will respond to emerging needs and will be determined in discussion with the Director General of Physical Infrastructure, who reports to the State Minister of Physical Infrastructure. This is expected to include:

- preparation of engineering designs
- preparation of contract documents
- tendering in line with the approved GoSS Procurement Guidelines
- contract management
- supervision of construction
- production of technical guidelines as required
- routine technical coordination with other State Ministries
- supporting MPI liaison with technical consultants
- supporting the budget preparation exercise
- supporting MPI inputs to the State Strategic Planning exercise
- coordination with other UN development agencies

- formulating training and skills development for counterpart staff (both informal on-the-job and formal activities)

Other tasks will be undertaken as required, in accordance with locally determined priorities. These will include encouraging the use of systematic procedures and promoting good technical and administrative practice in MPI operations.

Professional and technical support will be provided by the Urban Management Adviser based in GoSS MHLPU.

Overall management support will be provided by the SSP Programme Manager, based in the Ministry of Presidential Affairs, Juba.

The Engineering Adviser will report to the Urban Management Adviser on technical matters, and to the SSP Programme Manager on all project management and programmatic matters.

The Engineering Adviser will coordinate with other SSP advisers in the State to ensure consistency with the State development objectives and the work of other State ministries. He/she will also ensure that outputs are consistent with the objectives of the SSP and, on a broader scale, of the UNDP Southern Sudan.

Required Qualifications

- Advanced university degree or equivalent with five years experience or first degree or its equivalent with 10 years experience in civil engineering or related field.

- Practical experience of planning, design and implementation of public works, to include public utilities, roads & drainage, and buildings.

- Knowledge of conditions and work environment in the Central/East African region as they affect civil engineering, e.g. climate, availability of building materials, construction technologies etc.

- Good command of MS Office applications (including World, Excel and PowerPoint).

- Good command of spoken and written English.