

Annual Work Plan 2010

Project: "Support to the preparation of MDGR 2008 – 2010"

Country: Viet Nam

UNDAF Outcome(s): (Outcome 1) Economic growth is more equitable, inclusive and sustainable

Expected CP Outcome(s): (Outcome 1) Social and economic development policies, plans and laws support equitable and inclusive growth and conform to the values and goals of the Millennium Declaration and other relevant international agreements and conventions.

Expected CP Output(s): (Output 1.3) Improved monitoring and evaluation of the progress in socio-economic development, towards achieving VDGs/MDGs and meeting the commitments of Viet Nam under international agreements, with special attention to situation of poor ethnic people, children, and women.

Implementing partner: MPI

Brief Description

The overall objective of this project is to contribute to the development, implementation and monitoring of national pro-poor policies and SEDPs. This will be achieved through the support to strengthening national capacity for MDGs/VDGs monitoring and reporting, comprising support to (i) the participatory and inclusive process of national monitoring and reporting on the progress towards achieving MDGs; and (ii) dissemination, advocacy of and policy dialogues pertaining to the findings and recommendations of national MDGRs, including aiming at further awareness raising and contributing to the reviews and development of national pro-poor policies and SEDPs, especially at local levels. The project, therefore, has two key outputs:

Output 1. The progress towards achieving MDGs by 2008 and 2010 analysed and reported with high quality, in close linkage with the process of review of SEDP 2006-2010 and development of SEDP 2011-2015, and in a participatory and consultative manner.

Output 2. MDGR findings and recommendations widely disseminated, advocated and debated to support further MDGs awareness raising and localization as well as to feed into national pro-poor policy development process.

Programme Period: 2006-2010
Programme Component:
Intervention (Project) Title: *Support to the preparation of MDGR 2008 -2010 (MDGR)*
Budget Code: 00049131
Project ID: 1/2008-12/2010
Duration: 1/2008-12/2010
Management Arrangement: NEX

Estimated annualized budget: 200,000 USD
Allocated resources:
• Government 0 USD
• Regular: 200,000 USD
• Other:
One Plan Fund 0 USD
Unfunded budget: 0 USD

Agreed by (Implementing Partner):



Date: 29/12/2009

Agreed by UNDP:



Date: 30/12/2009



United Nations Development Programme
Viet Nam

Year: 2010

Project Number:

Project Title: Support to the preparation of MDGR 2008 - 2010

Annual Work Plan for Year 2010



EXPECTED ONE PLAN 2 OUTPUTS, PROJECT OUTPUTS and indicators including annual targets	PLANNED ACTIVITIES (List all activities including M&E be undertaken during the year towards stated CP outputs)					TIMEFRAME				Responsible parties	Activity ID	Source of Funds	Budget Description	Amount
	Q1	Q2	Q3	Q4										
<p>Output 1. The progress towards achieving MDGs by 2008 and 2010 analysed and reported with high quality, in close linkage with the process of review of SEDP 2006-2010 and development of SEDP 2011-2015, and in a participatory and consultative manner</p> <p>Baseline: 1. Current list of MDGs/VDGs indicators, NSIS indicators and standardization 2. Existing databases: Vietnam Development Database, MDGR2008 database, NSIS, etc. 3. Existing capacity/skills of government staff at central and provincial on developing international-standard report and Vietno database 4. Experience and lesson learnt in developing MDGR2008 5. Recommendations/comments and review of SEDP 2006-2010 on linkage between MDGR2010 and development of SEDP2011-2015</p>	<p>1.1.1. Update list of indicators (including concept/definition, disaggregation, frequency, responsible agencies for data collection/compilation) necessary for MDGR2010 development based on 60 official MDG indicators developed by UNDP. (This activity will be implemented in close relation/consultation with GSO's activities regarding NSIS harmonization and standardization, and based on project's previous reports)</p> <p>1.1.2. Collect and update data/information for the list of indicators in 1.1.1 to form a MDG database using Vietno (in Vietnamese and English) from GSOs, ministries/agencies, and provinces. (This is to update the existing database used for MDGR2008, the VDD, and to collect extra information on subject matters. Data will be provided with analysis for compilation)</p>	x							MPI	TRAC	71300	National consultant (1 for 10 days)	1.500	
										MPI	TRAC	71300	National consultant for designing MDGR Database in Vietno (1 contract with Act 1.1.1) for 25 days, same LOAs with ministries/agencies to provide data/analysis	2.000
										MPI	TRAC	71400	Sub contracts/ National consultants/international	12.000
														35.500
Sub total														

Activity Result 1.2. A national MDGR 2010 (including full and executive reports) is drafted, consulted with relevant stakeholders, finalised and published widely

EXPECTED ONE PLAN 2 OUTPUTS, PROJECT	INDICATORS: including annual targets	PLANNED ACTIVITIES (List all activities including M&E to be undertaken during the year towards stated CP outputs)	TIMEFRAME				Q4	Q3	Q2	Q1	Responsible parties	Activity ID	Source of Funds	PLANNED BUDGET				
			Budget Description		Amount													
<p>1. Reliability and consistency of data used for analyzing MDGs progress</p> <p>2. Number and topics of case/qualitative studies and specific</p> <p>3. Application of VIETINFO in collection and analysis. (The later is related to Act. 1.1.2. for Vietinfo database development and analysis compilation)</p> <p>4. Number and value of comments received from national stakeholders on MDG progress</p> <p>5. Breadth, depth, and reliability of analyses in produced MDGRs</p> <p>6. Forms and levels of cooperation between MDGR process and the SEDP review, reporting and development process</p> <p>7. Evidence of application of international -standard report writing skills by government officers and the use of the good practices in preparing for other MDGRs</p>	<p>1.2.1. Analysis of a sample of high quality MDG reports to extract best practices to apply to Vietnam's report</p> <p>1.2.2. Develop (1) MDGR 2010's outline (with reference to other countries' MDGR content and structure) and (2) template for data collection and analysis. (The later is related to Act. 1.1.2. for Vietinfo database development and analysis compilation)</p> <p>1.2.3. Develop 1st draft of MDGR 2010 based on data/information collected through data collection, analysis and case studies</p> <p>1.2.4. Develop 2nd draft of MDGR 2010 (including full and executive reports)</p> <p>7. Evidence of application of international -standard report writing skills by government officers and the use of the good practices in preparing for other MDGRs</p>	1.2.1. Analysis of a sample of high quality MDG reports to extract best practices to apply to Vietnam's report	x							MPI	ACTIVITY2	TRAC	71300/71200	National/international consultants	1,500			
		1.2.2. Develop (1) MDGR 2010's outline (with reference to other countries' MDGR content and structure) and (2) template for data collection and analysis. (The later is related to Act. 1.1.2. for Vietinfo database development and analysis compilation)	x	x								MPI	ACTIVITY2	TRAC	75700	01 Workshop	3,000	
		1.2.3. Develop 1st draft of MDGR 2010 based on data/information collected through data collection, analysis and case studies										MPI (and other ministries)	ACTIVITY2	TRAC	71300/71200	National/international consultants	20,000	
		1.2.4. Develop 2nd draft of MDGR 2010 (including full and executive reports)										MPI (and other ministries)	ACTIVITY2	TRAC	71300/71200	National/international consultants	10,000	
		7. Evidence of application of international -standard report writing skills by government officers and the use of the good practices in preparing for other MDGRs			x	x						MPI	ACTIVITY2	TRAC	75700	1 workshop to collect comments (from national/international) on 1st draft	5,000	
		1.2.5. Peer review full and executive MDGR 2010										MPI	ACTIVITY2	TRAC	71300/71200	National/international consultants	10,000	
		1.2.6. Finalize MDGR 2010, taking comments from workshops and peer reviews										MPI	ACTIVITY2	TRAC	71300/71200	National/international consultants	7,000	
		1.2.7. Translate full and executive MDGR 2010 into English, French and Spanish										MPI	ACTIVITY2	TRAC	71400	Sub contract	2,000	
		Sub total																80,000
		Sub total for Output 1																115,500

Activity Result 2.1. The MDGR2010 is widely disseminated

Output 2. MDGR findings and recommendations widely disseminated, advocated and debated to support further MDGs awareness raising and localization as well as to feed

Targets:

1.2.5. Peer review full and executive MDGR 2010

1.2.6. Finalize MDGR 2010, taking comments from workshops and peer reviews

1.2.7. Translate full and executive MDGR 2010 into English, French and Spanish

1.2.7. Translate full and executive MDGR 2010 into English, French and Spanish

An assigned focal agencies for data collection)

- An institutionalized MDG database using Vietinfo as An official software for storage (with An assigned focal agencies for data collection)

- A comprehensive and intensive MDGR2010 by the end of 2010 contributing to SEDP2006-2010 review and SEDP2011-2015 development, and for UN Summit

- An institutionalized MDG database using Vietinfo as An official software for storage (with An assigned focal agencies for data collection)

EXPECTED ONE PLAN 2 OUTPUTS, PROJECT OUTPUTS and Indicators including annual targets	PLANNED ACTIVITIES (List all activities including M&E to be undertaken during the year towards stated CP outputs)	TIMEFRAME				Q4	Q3	Q2	Q1	Source of Funds	Activity ID	Responsible parties	PLANNED BUDGET		
		Budget Description		Amount											
into national pro-poor policy development process	Action(s):	Baseline:													
		2.1.1. Design 8 small pamphlets on 8 MDGs in Vietnamese and major ethnic minority languages (including translation of pamphlets into ethnic minority languages); and a 2010 MDG profile for Vietnam (Vietnamese/English)													
		2.1.2. Print books of full and executive MDGR 2010 (in Vietnamese, English, French and Spanish), 8 small pamphlets (in Vietnamese and major ethnic minority languages); and a 2010 MDG profile for Vietnam (Vietnamese/English)													
		2.1.3. Publish the full and executive MDGR 2010, MDGs/VDGs database, pamphlets, and a 2010 MDG profile for Vietnam on CDs and on websites (MPI, GSO, UN/UNDP)													
Indicators:	2.1. Number of report copies & related materials disseminated by language, region, agency/organization	2. Number of workshops/conferences organized;	number of people involved	3. Number & frequency of media coverage (TV, radio, newspaper) on MDGs and MDGRs	2.1.1. Organize MDGR launching seminar										
					2.2. Develop short film (30 – 60 seconds) on MDGs/VDGs for broadcasting on TV and broadcast it on both central and local TV channels										
					2.2.3. Organize MDGs contests (or support other organizations to implement this activity)										
					2.2.4. Support to streamlining MDGs into official training and education programme in different levels										
PROJECT MANAGEMENT	Sub total	Sub total													
		Sub total for Output 2													
		9,000													
		Project Management Assistant cum Accountant													
2010	Targets:	2.2.2. Develop short film (30 – 60 seconds) on MDGs/VDGs for broadcasting on TV and broadcast it on both central and local TV channels													
		2.2.3. Organize MDGs contests (or support other organizations to implement this activity)													
		2.2.4. Support to streamlining MDGs into official training and education programme in different levels													
		Sub total													
Activity Result 2.2. Wide advocacy and propaganda campaigns on MDGs and MDGs progress/MDGRs at national and especially local levels are implemented												36,000			
into national pro-poor policy development process	Action(s):	2.1.1. Design 8 small pamphlets on 8 MDGs in Vietnamese and major ethnic minority languages (including translation of pamphlets into ethnic minority languages); and a 2010 MDG profile for Vietnam (Vietnamese/English)													
		2.1.2. Print books of full and executive MDGR 2010 (in Vietnamese, English, French and Spanish), 8 small pamphlets (in Vietnamese and major ethnic minority languages); and a 2010 MDG profile for Vietnam (Vietnamese/English)													
		2.1.3. Publish the full and executive MDGR 2010, MDGs/VDGs database, pamphlets, and a 2010 MDG profile for Vietnam on CDs and on websites (MPI, GSO, UN/UNDP)													
		2.2.1. Organize MDGR launching seminar													
EXPECTED ONE PLAN 2 OUTPUTS, PROJECT OUTPUTS and Indicators including annual targets	PLANNED ACTIVITIES (List all activities including M&E to be undertaken during the year towards stated CP outputs)	Q1	Q2	Q3	Q4	Responsible parties	Activity ID	Source of Funds	Budget Description		Amount				
PROJECT MANAGEMENT	Sub total	Sub total													
		Sub total for Output 2													
		9,000													
		Project Management Assistant cum Accountant													
		Local travel for project monitoring (Project staff)													
		Office supplies and operations													
		Communications & reporting													
		Auditing													
		Monitoring visits (by UNDP and GACA)													
		Miscellaneous													
TOTAL FOR 2010												200,000			