

Annual Work Plan (Cover Page)

Project 00050577 - Support to the formulation of Socio-Economic
Development Strategy 2011-2020

Country: Viet Nam

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

Expected CP/OP 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/OP Output(s) and Results:

CP Output 1.14 [OPI 1.9] Understanding of challenges improved and policy options identified to respond to socio-economic impacts of globalization and integration, and more equitable distribution of the benefits from participation in international economy promoted

Expected result 1.14.1. [OPI 1.8.1.] Policy analysis conducted of current challenges and policy options in globalization and Viet Nam's efforts in international integration (national level)

Implementing partner: Ministry of Planning and Investment – Development Strategy Institute

Brief Description.

The overall objective of this project is to contribute to the formulation of the National Socio – Economic Development Strategy (2011-2020) and realisation of the United Nations One Plan-I Outcome 1. It will directly contribute to the One Plan-I Output 1.9.

The project will primarily support the Government of Viet Nam to (i) get access to the relevant good quality international knowledge, expertise and experience to define feasible, evidence-based strategic development visions and break-through options/measures for SEDS 2011-2020, (ii) mobilize public contribution to and build national consensus around the defined visions and options, and (iii) coordinate and manage inputs provided by international community for SEDS formulation. The project has two major outputs:

Output 1: SEDS 2011-2020 developed based on sound evidence and best international experience and knowledge

Output 2: SEDS 2011-2020 formulated in a participatory and consultative manner

Development Strategy Institute (DSI) under Ministry of Planning and Investment is the direct national partner of the project. The project will coordinate with other past and on-going support initiatives of Government and international community to ensure effectiveness and efficiency.

Programme Period: 2006-2010
Programme Component: Poverty & Social Development
Intervention (Project) Title: *Support to the formulation of Socio-Economic Development Strategy 2011-2020*
Budget Code: TRAC: 04000
OPF: 30000
Project ID: 00050577
Duration: 2008-2011
Management Arrangement: NEX

Estimated annualized budget: USD 514,597
Allocated resources: USD

- Government 0
 - Regular: USD 291,483
 - Other:
 - OPF: USD 223,114
- Unfunded budget:

Agreed by (Implementing Partner):

Date: 31 Dec, 2009

National Project Director: Cao Viet Sinh

Agreed by UNDP:

Date: 4 Jan 2010

Country Director: Setsuko Yamazaki

Annual Work Plan for Year 2010



United Nations Development Programme
Viet Nam

Year: 2010

Project Number: 00050577

Project Title: Support to the Formulation of Socio-Economic Development Strategy 2011-2020

Exchange rate 17,877

EXPECTED PROJECT OUTPUTS and indicators including annual targets	TIMEFRAME				Expected beneficiary	Resp. parties	Source of Funds	PLANNED BUDGET	
	Q1	Q2	Q3	Q4				Budget Description	Amount
OP2 OUTPUT 1.14. Understanding of challenges improved and policy options identified to respond to socio-economic impacts of globalization and integration, and more equitable distribution of the benefits from participation in international economy promote									
Activity Result 1.1 Visions and key break-through policy options of the SEDS 2011-2020 are defined									
Project Output 1: SEDS 2011-2020 developed based on sound evidence and best international experience and knowledge									
1.1.3. Conduct peer review of identified strategic visions and break-through options									
1.1.3.1. Conduct 1st round of peer review on selected most important and/or "controversial/debatable" topics/options (CARRIED OVER FROM 2009)	x				Sub Committee/ Drafting Team	DSI/ Drafting Team	TRAC	71200 71300	Int'l and nat consultants 3,359
1.1.3.2. Conduct one round of peer review on selected most important and/or "controversial" topics/options	x				Sub Committee/ Drafting Team	DSI/ Drafting Team	TRAC	71200 71300	Int'l and nat consultants 3,359
Sub total 1.1.3.									6,719
1.1.4. Hold regular briefing sessions on the results of round-table discussions and research papers for the SEDS Sub Committee/Drafting Team to refine the visions and options of SEDS 2011-2020									
1.1.4.2. Organize 2 rounds of briefing sessions (one day each session)	x	x			Sub Committee/ Drafting Team	DSI	TRAC	71300 75700	National facilitator Workshops 6,083 6,083
Sub total 1.1.4.									12,801
Sub total for Activity Result 1.1.									
Activity Result 1.2 The detailed research plan is implemented to support prioritized and/or break-through policy options and measures of SEDS 2011-2020									
1.2.1. Conduct research studies on 5 topics (topic 9 to 14 in the list of 18 topics) to support formulation of key break-through policy options and measures of SEDS 2011-2020 ¹	x	x			Sub Committee/ Drafting Team	DSI/ Drafting Team/ UNDP	TRAC	72100	Subcontracts 210,000
1.2.2. Provide advice, inputs, comments to research groups/subcontractors and conduct peer review of draft research papers ²	x	x			Sub Committee/ Drafting Team	DSI/ Drafting Team/ UNDP	TRAC	71300	National consultants 37,199
1.2.3. Train DSI staff (and Drafting Team members) on research plan management/quality assurance ³ (CARRIED OVER FROM 2009)	x				DSI/ Drafting team	DSI	TRAC	72100	Subcontract 7,505
1.2.4. Transfer and train DSI/MPJ Working Group on growth projection models (CARRIED OVER FROM 2009)	x				DSI/ Drafting team	DSI	TRAC	72100	Subcontract Training facilities 8,350
Sub total for Activity Result 1.2.									263,055
Activity Result 1.3 Research results are debated, discussed, published and disseminated widely									
1.3.1. Organize discussions and debates, consultations with a wide range of relevant stakeholders on research results, findings, and recommendations ⁴	x	x	x	x	Sub Committee/ Drafting Team	DSI/ Drafting Team	OPF	71300 75700	National consultants Workshops 40,032

EXPECTED 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				Expected beneficiary	Resp. parties	Source of Funds	PLANNED BUDGET		
		Q1	Q2	Q3	Q4				Budget Description	Amount	
	Action 1.3.2. Train and mentor DSI/ Drafting Team to facilitate policy debates/discussions and consultation process ²	x				Drafting team/DSI	DSI/MP/LWG	OPF	71400	Subcontract	7,186
	Action 1.3.3. Organize focused policy briefings, policy discussion seminars/workshops with the Sub Committee/Drafting Team on the research results for refining the visions and key break-through policy options and measures of SEDS	x	x			Sub Committee/ Drafting Team	DSI/ Drafting Team	TRAC	75700	Workshops	5,627
	Action 1.3.4. Publish and disseminate the research papers and proceedings of the workshops/seminars/ debates (including translation)	x	x			Drafting Team	DSI	TRAC	72100	Subcontract (for printing)	10,000
	Sub total for Activity Result 1.3.										62,846
	Sub total for Output 1										338,701
	Activity Result 2.1. Mechanisms and plans for wide and meaningful participation in and consultation of SEDS 2011-2020 formulation are developed										
	Action 2.1.1. Develop plans and mechanisms for consultation of draft versions of SEDS 2011-2020	x	x			Drafting Team/ DSI	DSI	OPF	71300	National Strategic Advisor + National consultant	2,000
	Action 2.1.2. Document and assess the mechanisms developed, draw lessons learnt, and plan for institutionalizing the mechanisms	x	x			Drafting Team/ DSI	DSI	OPF	71300	National Strategic Advisor + National consultant	1,000
	Sub total for Activity Result 2.1.										3,000
	Activity Result 2.2. Wide public consultations on SEDS 2011-2020 is organized										
	Action 2.2.1. Provide operational support to organize major consultation workshops at national and regional level	x	x			Sub Committee/ Drafting Team	DSI	OPF	75700	Workshops	35,300
	Action 2.2.2. Provide operational support to organize consultation workshops at local level	x	x			Sub Committee/ Drafting Team	DSI	OPF	75700	Workshops	12,034
	Action 2.2.3. Compile and disseminate feedback/comments collected from consultation workshops in 2.2.1 and 2.2.2. (end feed in the knowledge management system in 1.3.5)	x	x					OPF			10,000
	Sub total for Activity Result 2.2.										57,334
	Sub total for Output 2										60,334
	PROJECT MANAGEMENT										
	National Project Manager cum Coordinator	x	x	x			DSI	OPF	71400		20,486
	Deputy National Project Manager	x	x	x			DSI	OPF	71400		15,600
	National Strategic Advisor	x	x	x			DSI	OPF	71400		18,000
	Project Management Administrative Assistant	x	x	x			DSI	OPF	71400		10,776
	Project Accountant	x	x	x			DSI	OPF	71400		10,776
	Project Interpreter	x	x	x			DSI	OPF	71400		9,336
	Travel						DSI	OPF	71600		1,678
	Office Equipment	x	x	x			DSI/UNDP	OPF	72200		2,996
	Communication	x	x	x			DSI/UNDP	OPF	72400		1,007
	Office supplies and operations	x	x	x			DSI/UNDP	OPF	75100		5,685
	Miscellaneous	x	x	x			DSI/UNDP	OPF	74500		4,615
	Sub total										100,965
	TOTAL PROGRAMMABLE BUDGET 2010 (not including GMS)										500,001
	TOTAL PROGRAMMABLE BUDGET 2010 (including GMS)										514,697

of which, TRAC 291,463
OPF 223,114

Notes:

- ¹ Budget for these activities is estimated at the lowest level of expenditure. When it comes to implementation, the actual expenditure might be higher.
- ² The group of national consultants for these 2 actions are the same
- ³ These training can be grouped under 1-2 subcontracts

MINISTRY OF PLANNING AND INVESTMENT

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Mr. Christophe Bahuet
Deputy Country Director
United Nations Development Programme
25-29 Phan Boi Chau, Hanoi
Vietnam

Hanoi, 31st December 2009

Subject: Reconfirmation of Release of Ms. Phan Ngoc Mai Phuong, DSI Vice President, for Working as National Project Manager cum Coordinator (NPMC) for UNDP-funded Project 00050577 "Support for Formulation of SEDS 2011-2020" in 2010

Dear Mr. Bahuet,

The Ministry of Planning and Investment hereby reconfirms its release of Ms. Phan Ngoc Mai Phuong, DSI Vice President, to work full-time as NPMC for the Project "Support for Formulation of SEDS 2011-2020" in the year 2010. The Ministry will facilitate Ms. Phuong to satisfactorily fulfill all the tasks and responsibilities stated in the Job Description for her post.

On this occasion, MPI leadership would like to express its sincerest thanks to UNDP and to yourself for your valuable support to MPI/DSI in this very important strategy formulation exercise and look forward to receiving your further kind support in the future.

We wish you a very happy and prosperous new year 2010.

Best regards



Cao Viet Sinh
Vice Minister