

**ANNUAL WORKPLAN
of Municipal Governance and Sustainable Development Programme**


Year: 2012
 Deput.: Ukraine
 Project Title: Municipal Governance and Sustainable Development Programme of Ukraine (Phase III: Municipal Governance and Community Empowerment Programme)
 Project Number: 00059762, 00059765, 00059768
 Implementing Partner: 001981 (UNDP)

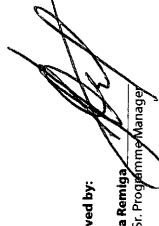

| EXPECTED OUTPUTS and baseline, indicators including annual targets | PLANNED ACTIVITIES List activity results and associated actions | TIMEFRAME | PLANNED BUDGET (\$) |
|--|---|-----------|---------------------|
| Project Number: 00059762 Output - 1: | | | |
| Improved capacity of central government to decentralize fiscal and administrative powers/responsibilities in support of local development | Formulate policy recommendations on enabling environment for local self-governance and community-led development (Policy recommendations) (ATLAS activity 2) | | |
| Indicators | | | |
| 1. Draft amendment law on BSP; | 1 Support policy studies to incorporate participatory governance principles into national policies for improving public service delivery (ISO, SWM, Rivne case) | 30000 | 00232 71600 |
| 2. Draft amendment law on financing of community organizations; | 2 Initiate policy dialogue, organize roundtables, meetings of working groups to promote local self-governance & municipal/housing reforms, decentralization, good governance and citizens' participation in the local development, including NPFM meeting | 30000 | 00232 72100 |
| 3. No of recommendations/policy proposals on improved public service delivery (ISO, e-governance introduction) elaborated | | 30000 | 00232 71600 |
| 4. No of roundtables, meetings of working groups to discuss recommendations on local self-governance & municipal/housing reforms, decentralization, good governance and citizen's participation supported | | 30000 | 00232 72100 |
| 5. No of training courses on key issues of local self-governance, including area based approach/decentralization for national/local civil servants finalized and launched in partnership with NAPA | | 30000 | 00232 71600 |
| 6. No of national/local civil servants (men & women) trained on key issues of local self-governance including area based approach/decentralization | | 30000 | 00232 72700 |
| 7. No of training programmes for leaders of condominiums and house managers in partnership with the relevant Ministry developed and launched | | 30000 | 00232 75700 |
| 8. No of best models of good governance/decentralized service provision developed under Project support recognised on national level for further dissemination and replication | | 30000 | 00232 5110,00 |
| 9. A curriculum on sustainable development elaborated in partnership with the Academy of Municipal Management recommended by the Ministry of Education of Ukraine. | | 30000 | SDC 75100 |
| Sub-Total | | | 78 110,00 |
| Baseline | Develop capacity of national government bodies, politicians and municipal servants from relevant central/municipal institutions to support participatory local development planning and decision-making (Capacity developed) (ATLAS activity 3) | | |
| 1. Amendment law on BSP drafted and submitted to parliamentary committee; | 1 Organise trainings for national/local civil servants on key issues of local self-governance, including ABA/decentralization | 30000 | 00232 71600 |
| 2. Amendment law on financing of COs not yet drafted; | | 30000 | 00232 72100 |
| 3. Initial policy recommendations provided; | | 30000 | 00232 71300 |
| 4. Initial inputs for advocacy on decentralization reform provided; | | 30000 | 00232 72100 |
| 5. A complex of training programmes for civil servants elaborated and to be finalized for further dissemination; | | 30000 | 00232 71600 |
| 6. Many local officials lack knowledge on key issues of effective local self-governance; decentralization, effective service provision etc. | | 30000 | 00232 74200 |
| | | 30000 | 00232 2 000,00 |
| | | 30000 | SDC 75100 |
| | | | 2 170,00 |
| | | | 33 170,00 |
| Baseline | Introduce knowledge management principals into the project activities. Coordinate communication and public relations (ATLAS activity 5) | | |
| 1. Amendment law on financing of COs not yet drafted; | 1 Rental selected municipalities to introduce self-governance innovations with social media engagement | 04000 | 00012 72100 |
| 2. Amendment law on financing of COs not yet drafted; | | 04000 | 00012 71600 |
| 3. Initial policy recommendations provided; | | 30000 | 00232 72100 |
| 4. Initial inputs for advocacy on decentralization reform provided; | | 30000 | 00232 71600 |
| 5. A complex of training programmes for civil servants elaborated and to be finalized for further dissemination; | | 30000 | 00232 42000 |
| 6. Many local officials lack knowledge on key issues of effective local self-governance; decentralization, effective service provision etc. | | 30000 | SDC 75100 |
| | | | 42000 |
| | | | 16 420,00 |
| Targets | Provide management services and advisory support on the municipal development (Advisory support) (ATLAS activity 1) | | |
| 1. N/A | | 04000 | 00012 71400 |
| 2. N/A | | 30000 | 00232 71400 |
| 3. Two sets of recommendations/policy proposals on improved public service delivery elaborated | | 04000 | 00012 72100 |
| 4. Three roundtables (including NPFM), meetings of working groups to discuss recommendations on local self-governance & municipal/housing reforms, decentralization, good governance and citizen's participation supported | | 04000 | 00012 72200 |
| | | 04000 | 00012 72400 |
| | | 04000 | 00012 72500 |
| | | 04000 | 00012 3 500,00 |
| | | 04000 | 00012 3 500,00 |
| | | 04000 | 00012 1 000,00 |
| | | 04000 | 00012 73100 |
| | | | 37 000,00 |


| EXPECTED OUTPUTS and baseline indicators including annual targets | PLANNED ACTIVITIES List activity results and associated actions | TIMEFRAME | PLANNED BUDGET (\$) | | | |
|--|--|-----------|---------------------|--------|-----------|------------|
| 5. One complex of training modules on key issues of local self-governance, including area based approach/decentralization for national/local civil servants finalized and launched in partnership with NAPFA | Vehicle/equipment operation and maintenance | | 04000 | 00012 | 73400 | 12 000,00 |
| 6. At least 40 national/local civil servants (men & women) trained on key issues of local self-governance including Aarea based approach/decentralisation | Miscellaneous Expenses (petty cash, security costs, utilities) | | 04000 | 00012 | 74500 | 9 000,00 |
| 7. Two training programmes for leaders of condominiums and house managers in partnership with relevant Ministry finalized and launched in national institutions | GMS - 7% on '00232 resource | | 30000 | 00 - 2 | SDC 75100 | 5 600,00 |
| 8. Two best models of good governance/decentralized service provision developed under Project support recognised on national level for further dissemination and replication | Sub-Total | | | | | 214 600,00 |
| 9. N/A | TOTAL for project 00059762 | | SDC | 00232 | | 203 300,00 |
| Project Number: 00059765 | UNDP | | | 00012 | | 139 300,00 |
| Output - 2: | TOTAL for project 00059762 | | | | | 214 600,00 |
| Improved capacity of local authorities to transparently define and implement local development strategies, deliver public services, and foster local economic development | Strengthen capacity of municipal governments for better service delivery and wide engagement of local communities into decision-making process (ATLAS activity 1) | | 04000 | 00012 | 71600 | 3 000,00 |
| 1. No. of regional and municipality administrations trained in joint strategy development; | 1 Support municipalities to introduce e-governance, ISO, elaboration of SWM strategic plan, etc including tools to improve service delivery and community participation into local development | | 04000 | 00012 | 72100 | 8 000,00 |
| 2. No. of municipalities where democratic practices (public hearings, e-governance, ISO/SWM plan, energy saving concept, etc) introduced; | Including municipalities to improve service delivery and community participation into local development | | 30000 | 00232 | 72100 | 11 000,00 |
| 3. Set of recommendations developed to improve public service delivery at local level; | GMS - 7% on '00232 resource | | 30000 | 00232 | 71600 | 2 000,00 |
| 4. No. of municipality administrations targeted by advocacy event on policy recommendations for improved PS delivery; | Sub-Total | | 30000 | 00232 | SDC 75100 | 910,00 |
| 5. No. of local civil servants and local officials trained on improving local public service delivery; | Develop capacity of local leaders and officials at regional and municipal level - to improve local public service delivery (Local public service delivery) (ATLAS activity 2) | | 30000 | 00232 | 71600 | 4 000,00 |
| 6. No. of municipalities where feasible joint projects identified (including SWM); | 1 Provide trainings for local leaders and officials at regional/municipal level on O&M, house management and peculiarities of ACMH | | 30000 | 00232 | 72100 | 7 000,00 |
| Targets | 2 Develop capacities of the representatives of MSU staff, resource centre and MSDC (including MSU-conference) | | 30000 | 00232 | 71600 | 5 000,00 |
| 1. 2 municipalities where innovative governance practices (e-governance, ISO or energy saving etc) introduced; | GMS - 7% on '00232 resource | | 30000 | 00232 | 72700 | 3 000,00 |
| 2. N/A; | Sub-Total | | 30000 | 00232 | 75700 | 25 000,00 |
| 3. N/A; | Promote inter-municipal cooperation for improved service delivery through joint ventures (e.g. solid waste management, energy saving, municipal services reform, etc) (Inter-municipal cooperation) (ATLAS activity 3) | | 30000 | 00232 | SDC 75100 | 3 290,00 |
| 4. N/A; | 1 Conduct feasibility study and awareness campaign on inter-municipal joint venture on solid waste management | | 30000 | 00232 | 72100 | 2 000,00 |
| 5. At least 50 local leaders and regional/local officials (men & women) trained on Operations & Maintenance (O&M), house management and peculiarities of condominiums; | 2 Support local authorities in carrying out joint venture | | 30000 | 00232 | 71600 | 5 000,00 |
| 6. 1 inter-municipal initiative on solid waste management forged and supported; | GMS - 7% on '00232 resource | | 30000 | 00232 | SDC 75100 | 10 000,00 |
| Baseline | Sub-Total | | 30000 | 00232 | SDC 75100 | 1 900,00 |
| 1. 7 municipalities already received support | TOTAL for project 00059765 | | | | | 18 190,00 |
| 2. There is a need to pilot a community based initiative of municipal level | | | SDC | 00232 | | 82 390,00 |
| 3. Training materials for ACMH revised and are to be further taught for ACMH leaders and managers in order to promote municipal and housing reform | | | UNDP | 00012 | | 11 000,00 |
| 4. 1 inter-municipal initiative on SWM in Vymytsya region was identified and forged. There is a need to finalize the project and widely disseminate the gained experiences. | | | | | | |
| Project Number: 00059768 | TOTAL for project 00059765 | | | | | 18 190,00 |
| Output - 3: | TOTAL for project 00059765 | | | | | 18 190,00 |
| Enhanced capacity of communities to improve their local social, economic and environmental conditions | Create environment for promotion of citizen-based partnership and participatory development vision (Citizen-based partnership) (ATLAS activity 1) | | 30000 | 00232 | 71600 | 1 000,00 |
| Indicators | 1 Provide equipment and logistics for MSUs, resource centers and MSDC including for the oblast level RCSD supporting intra-oblast cities | | 30000 | 00232 | 72200 | 1 500,00 |
| 1. No. of community organizations/Association of Co-owners of Multi-apartment Houses (ACMH) established; | 2 Produce social video film on promotion of creation of ACMHs for wide dissemination | | 30000 | 00232 | 72100 | 5 000,00 |
| 2. No. of community organization leaders/ACMH members trained; | GMS - 7% on '00232 resource | | 30000 | 00232 | SDC 75100 | 525,00 |
| 3. No. of Municipal Support Unit/RCSD established; | Sub-Total | | | | | 8 025,00 |

| EXPECTED OUTPUTS and baseline, indicators including annual targets | PLANNED ACTIVITIES List activity results and associated actions | TIMEFRAME | PLANNED BUDGET (\$) | |
|---|---|-----------|---------------------|--|
| 4. No. of Municipal Sustainable Development Council established; | <p>Develop capacity of target communities for participatory actions (Target communities capacities) (ATLAS activity 2)</p> <p>1 Promote networking and empowerment of local communities of citizens, academia, small businesses and NGOs for participatory decision-making</p> <p>2 Develop capacity of local communities for undertaking sustainable development initiatives through seed grants (including 1 community project of municipal level)</p> <p>GMS - 7% on '00232 resource</p> <p>GMS - 7% on '10425 resource</p> <p>Sub-Total</p> <p>Raise public awareness on sustainable human development agenda (Public awareness on Human Development) (ATLAS activity 3)</p> <p>1 Raise level of general awareness on energy saving, sustainable development, gender equality in line with UMDG through training, roundtables, campaigns and media events</p> <p>2 Carry out communication and public relation activities at local level to widely disseminate the experience on community-based sustainable development</p> <p>GMS - 7% on '00232 resource</p> <p>Sub-Total</p> <p>Communities' Enhanced Capacity (ATLAS activity 4)</p> <p>1 Develop capacity of local communities for undertaking sustainable development initiatives through seed grants (cost-sharing from partner municipalities for community projects)</p> <p>GMS - 7% on 'Partner Municipalities resource</p> <p>Sub-Total</p> <p>Communities' Enhanced Capacity (ATLAS activity 4.1)</p> <p>1 Develop capacity of local communities for undertaking sustainable development initiatives through seed grants (cost-sharing from partner municipalities for community projects)</p> <p>GMS - 3% on 'Partner Municipalities resource</p> <p>Sub-Total</p> <p>TOTAL for project 00059769</p> | | | |
| 5. No. of local development projects supported with seed funding and technical support; | | | | |
| 6. No. of local development projects supported with technical support (no seed grant); | | | | |
| 6. No. of local SD initiatives in housing and municipal sector supported and No. of people benefited | | | | |
| 7. No. of communities/community members targeted by sensitization workshops on human development issues. | | | | |
| Targets | | | | |
| 1. At least 20 community-based organizations created; out of them at least 10 condominiums created; | | | | |
| 2. At least 150 condominium members (men & women) trained on O&M, house management, peculiarities of condominiums. At least 40 MSU-members (men & women) trained on area based approach and participatory planning; | | | | |
| 3. N/A; | | | | |
| 4. N/A; | | | | |
| 5. At least 10 local SD initiatives in housing and municipal sector supported and at least 500 persons benefited; | | | | |
| 6. N/A; | | | | |
| 7. At least 50 community members (men & women) targeted by sensitization workshops on human development agenda; | | | | |
| Baseline | | | | |
| 1. 587 NGOs/Networks formed/granted. | | | | |
| 2. 670 NO/Network leaders trained | | | | |
| 3. 29 MSUs/PCSD established. | | | | |
| 4. MSDCs established | | | | |
| 5. 270 community projects supported with technical + seed grant support. | | | | |

| Activity | Resource | Amount |
|-------------------|------------------------|------------|
| UNDP | 00012 | 712 749.13 |
| SDC | 00232 | 150 000.00 |
| Norwegian Embassy | 10425 | 409 810.00 |
| Municipalities | Partner Municipalities | 2 939.13 |
| % Management Cost | | 30.11 |
| % Programme Cost | | 69.89 |




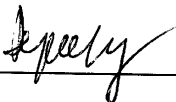
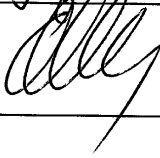
Prepared by: 
Iryna Skelly
MGS/DP Project Manager
Date: 11.01.2012

Approved by: 
Oksana Remiga
UNDP Sr. Programme Manager
Date: 

Endorsed by: 
Ricarda Rieger
UNDP Ukraine Country Director
Date:

**Clearance Slip for
Approval of MGSDP AWP 2012**

Project title: **Municipal Governance and Sustainable Development Programme**
Award Number: **00033935**
Prepared by: **Iryna Skaliy, MGSDP Project Manager**

| Submission | Date | Signature | Comments |
|---|--------------|---|---|
| PO clearance | 11. 01. 2012 |  | |
| Programme Manager clearance | |  | |
| Finance analyst/SRMU clearance | 17.01.2012 |  | AWP was updated: the full remaining 2 percent of SOC contribution and remaining balance from prev. tranches and 2) full amount of to be signed CSA with municipalities and remaining balance from prev. tranches under old CSA of 2011 Only portion of actual cash available was entered into Atlas |
| Country Director  | 18/01/2012 |  | |
| Remarks: | | | |