# Annual Work Plan

## B0402 - East Timor

**Project:** 01003573 **Report Date:** 7/1/2026

**Project Title:** Carry out communication and knowledge sharing activities, including through events and webinars, targeted messages and materials like blogs, think pieces, a

**Year:** 2025

| Output | Key Activities | Timeframe | | Responsible Party | Planned Budget | | | |
|---|---|---|---|---|---|---|---|---|
| | | Start | End | | Fund | Donor | Budget Descr | Amount US$ |
| 01003573 | Carry out communication and knowledge sharing, including through events | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 72400 - Communic & Audio Visual Equip | 42.00 |
| | | | | | 28600 | UNDP Funding Windows | 75100 - Facilities & Administration | 3.00 |
| | Carry out sex disaggregated monitoring, evaluation, and reporting. | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 75700 - Training, Workshops and Confer | 469.00 |
| | | | | | 28600 | UNDP Funding Windows | 75100 - Facilities & Administration | 14.00 |
| | Develop, strengthen, or review national or local guidelines/tools /approaches | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 71600 - Travel | 10,525.00 |
| | | | | | 28600 | UNDP Funding Windows | 71200 - International Consultants | 42,265.00 |
| | | | | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 1,773.00 |
| | | | | | 28600 | UNDP Funding Windows | 75100 - Facilities & Administration | 124.00 |
| | Explore the application of strategic foresight methodologies to support governmental and non-governmental stakeholders embed adaptive | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 71200 - International Consultants | 300.00 |
| | | | | | 28600 | UNDP Funding Windows | 72100 - Contractual Services-Companies | 17,975.00 |

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|---|---|---|---|---|---|---|---|---|
| | | Start | End | | Fund | Donor | Budget Descr | Amount US$ |
| 01003573 | Explore the application of strategic foresight methodologies to support governmental and non-governmental stakeholders embed adaptive | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 75100 - Facilities & Administration | 285.00 |
| | | | | | 28600 | UNDP Funding Windows | 71300 - Local Consultants | 400.00 |
| | | | | | 28600 | UNDP Funding Windows | 71600 - Travel | 600.00 |
| | | | | | 28600 | UNDP Funding Windows | 75700 - Training, Workshops and Confer | 1,847.00 |
| | PM | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 71200 - International Consultants | 300.00 |
| | Provide training and capacity development for men/women, including national and local government officials | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 71500 - UN Volunteers | 4,098.00 |
| | | | | | 28600 | UNDP Funding Windows | 75100 - Facilities & Administration | 287.00 |
| | Strengthen capacities and skills of men and women local government and civil society | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 3,226.00 |
| | | | | | 28600 | UNDP Funding Windows | 71600 - Travel | 2,280.00 |
| | | | | | 28600 | UNDP Funding Windows | 75100 - Facilities & Administration | 483.00 |

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| Output | Key Activities | Timeframe | | Responsible Party | Planned Budget | | | |
|---|---|---|---|---|---|---|---|---|
| | | Start | End | | Fund | Donor | Budget Descr | Amount US$ |
| 01003573 | Strengthen capacities and skills of men and women local government and civil society | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 75700 - Training, Workshops and Confer | 1,596.00 |
| | Strengthen sex-age-disability disaggregated data collection and analysis capacity of key stakeholders | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 71600 - Travel | 4,552.00 |
| | | | | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 1,453.00 |
| | | | | | 28600 | UNDP Funding Windows | 75100 - Facilities & Administration | 989.00 |
| | Support digital diagnostics and solutions to enhance access of men and women, girls and youth | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 71200 - International Consultants | 53,778.00 |
| | | | | | 28600 | UNDP Funding Windows | 75700 - Training, Workshops and Confer | 5,000.00 |
| | | | | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 1,236.00 |
| | | | | | 28600 | UNDP Funding Windows | 75100 - Facilities & Administration | 87.00 |
| | Support the application of damage and loss information and risk assessments in monitoring, reporting, planning | 12/1/2024 | 5/20/2026 | | 28600 | UNDP Funding Windows | 71600 - Travel | 600.00 |
| | | | | | 28600 | UNDP Funding Windows | 71300 - Local Consultants | 400.00 |

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| Output | Key Activities | Timeframe | | Responsible Party | Planned Budget | | | |
|---|---|---|---|---|---|---|---|---|
| | | Start | End | | Fund | Donor | Budget Descr | Amount US$ |
| 01003573 | Support the application of damage and loss information and risk assessments in monitoring, reporting, planning | 12/1/2024 | 5/20/2026 | | 28600 | UNDP Funding Windows | 75100 - Facilities & Administration | 21.00 |
| | Support the co-creation of national/local/sectoral mainstreaming strategies that foster | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 969.00 |
| | | | | | 28600 | UNDP Funding Windows | 71600 - Travel | 6,009.00 |
| | | | | | 28600 | UNDP Funding Windows | 73500 - Reimbursement Costs | 29.00 |
| | | | | | 28600 | UNDP Funding Windows | 71500 - UN Volunteers | 4,098.00 |
| | | | | | 28600 | UNDP Funding Windows | 75100 - Facilities & Administration | 777.00 |
| | Support the digitalization and institutionalization of sex-age-disability disaggregated damage | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 75100 - Facilities & Administration | 124.00 |
| | | | | | 28600 | UNDP Funding Windows | 75700 - Training, Workshops and Confer | 214.00 |
| | | | | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 1,773.00 |

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| Output | Key Activities | Timeframe | | Responsible Party | Planned Budget | | | |
|---|---|---|---|---|---|---|---|---|
| | | Start | End | | Fund | Donor | Budget Descr | Amount US$ |
| 01003573 | Support the implementation of community-based resilience building interventions to foster gender equality benefitting women and girls | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 75700 - Training, Workshops and Confer | 1,850.00 |
| | | | | | 28600 | UNDP Funding Windows | 71600 - Travel | 252.00 |
| | | | | | 28600 | UNDP Funding Windows | 75100 - Facilities & Administration | 147.00 |
| | Support the review of national/subnational/sectoral development strategies, policies, or legislative | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 75100 - Facilities & Administration | 1,973.00 |
| | | | | | 28600 | UNDP Funding Windows | 75700 - Training, Workshops and Confer | 1,721.00 |
| | | | | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 3,071.00 |
| | | | | | 28600 | UNDP Funding Windows | 71600 - Travel | 16,084.00 |
| | | | | | 28600 | UNDP Funding Windows | 71300 - Local Consultants | 35,054.00 |
| TOTAL | | | | | | | | 231,153.00 |
| GRAND TOTAL | | | | | | | | 231,153.00 |

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| Output | Key Activities | Timeframe | | Responsible Party | Planned Budget | | | |
|---|---|---|---|---|---|---|---|---|
| | | Start | End | | Fund | Donor | Budget Descr | Amount US$ |
| 01003573 Carry out communication and knowledge sharing activities, including through events and webinars, targeted messages and materials like blogs, think pieces, articles through global, regional, and national platforms, as well as thematic webinars in collaboration with partners. | Carry out communication and knowledge sharing activities, including through events and webinars | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 72400 - Communic & Audio Visual Equip | 800.00 |
| | Carry out communication and knowledge sharing, including through events | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 72400 - Communic & Audio Visual Equip | 700.00 |
| | | | | | 28600 | UNDP Funding Windows | 72400 - Communic & Audio Visual Equip | 655.00 |
| | Carry out sex disaggregated monitoring, evaluation, and reporting | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 71600 - Travel | 1,700.00 |
| | | | | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 1,031.00 |
| | Carry out sex disaggregated monitoring, evaluation, and reporting. | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 1,000.00 |
| | | | | | 28600 | UNDP Funding Windows | 71600 - Travel | 1,000.00 |
| | Develop, strengthen, or review national or local guidelines/tools /approaches | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 4,227.00 |
| | | | | | 28600 | UNDP Funding Windows | 75700 - Training, Workshops and Confer | 5,000.00 |

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| Output | Key Activities | Timeframe | | Responsible Party | Planned Budget | | | |
|---|---|---|---|---|---|---|---|---|
| | | Start | End | | Fund | Donor | Budget Descr | Amount US$ |
| 01003573 Carry out communication and knowledge sharing activities, including through events and webinars, targeted messages and materials like blogs, think pieces, articles through global, regional, and national platforms, as well as thematic webinars in collaboration with partners. | Explore the application of strategic foresight methodologies to support governmental and non-governmental stakeholders embed adaptive | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 75700 - Training, Workshops and Confer | 7,445.00 |
| | | | | | 28600 | UNDP Funding Windows | 71300 - Local Consultants | 15,025.00 |
| | | | | | 28600 | UNDP Funding Windows | 71600 - Travel | 4,400.00 |
| | | | | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 6,000.00 |
| | PM | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 75100 - Facilities & Administration | 26,131.00 |
| | Provide training and capacity development for men/women, including national and local government officials | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 71500 - UN Volunteers | 5,000.00 |
| | | | | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 2,000.00 |
| | | | | | 28600 | UNDP Funding Windows | 71600 - Travel | 5,000.00 |
| | | | | | 28600 | UNDP Funding Windows | 75700 - Training, Workshops and Confer | 10,154.00 |
| | Strengthen capacities and skills of men and women local government and civil society | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 71600 - Travel | 2,720.00 |

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|---|---|---|---|---|---|---|---|---|
| | | Start | End | | Fund | Donor | Budget Descr | Amount US$ |
| 01003573 Carry out communication and knowledge sharing activities, including through events and webinars, targeted messages and materials like blogs, think pieces, articles through global, regional, and national platforms, as well as thematic webinars in collaboration with partners. | Strengthen capacities and skills of men and women local government and civil society | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 75700 - Training, Workshops and Confer | 7,404.00 |
| | | | | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 2,774.00 |
| | Strengthen sex-age-disability disaggregated data collection and analysis capacity of key stakeholders | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 72100 - Contractual Services-Companies | 20,000.00 |
| | | | | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 4,547.00 |
| | | | | | 28600 | UNDP Funding Windows | 75700 - Training, Workshops and Confer | 342.00 |
| | Support digital diagnostics and solutions to enhance access of men and women, girls and youth | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 72100 - Contractual Services-Companies | 20,000.00 |
| | Support the application of damage and loss information and risk assessments in monitoring, reporting, planning | 12/1/2024 | 5/20/2026 | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 6,000.00 |
| | | | | | 28600 | UNDP Funding Windows | 71600 - Travel | 2,000.00 |
| | | | | | 28600 | UNDP Funding Windows | 72100 - Contractual Services-Companies | 12,000.00 |

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|---|---|---|---|---|---|---|---|---|
| | | Start | End | | Fund | Donor | Budget Descr | Amount US$ |
| 01003573 Carry out communication and knowledge sharing activities, including through events and webinars, targeted messages and materials like blogs, think pieces, articles through global, regional, and national platforms, as well as thematic webinars in collaboration with partners. | Support the co-creation of national/local/sectoral mainstreaming strategies that foster | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 75700 - Training, Workshops and Confer | 6,000.00 |
| | | | | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 1,031.00 |
| | | | | | 28600 | UNDP Funding Windows | 71500 - UN Volunteers | 5,000.00 |
| | Support the digitalization and institutionalization of sex-age-disability disaggregated damage | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 71600 - Travel | 2,789.00 |
| | | | | | 28600 | UNDP Funding Windows | 75700 - Training, Workshops and Confer | 4,786.00 |
| | | | | | 28600 | UNDP Funding Windows | 71400 - Contractual Services - Individ | 4,227.00 |
| | | | | | 28600 | UNDP Funding Windows | 72100 - Contractual Services-Companies | 25,000.00 |
| | Support the implementation of community-based resilience building interventions to foster gender equality benefitting women and girls | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 72600 - Grants | 60,000.00 |
| | | | | | 28600 | UNDP Funding Windows | 71500 - UN Volunteers | 12,355.00 |

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|---|---|---|---|---|---|---|---|---|
| | | Start | End | | Fund | Donor | Budget Descr | Amount US$ |
| 01003573 Carry out communication and knowledge sharing activities, including through events and webinars, targeted messages and materials like blogs, think pieces, articles through global, regional, and national platforms, as well as thematic webinars in collaboration with partners. | Support the review of national/subnational/sectoral development strategies, policies, or legislative | 12/1/2024 | 8/31/2026 | | 28600 | UNDP Funding Windows | 75700 - Training, Workshops and Confer | 6,000.00 |
| | | | | | 28600 | UNDP Funding Windows | 71600 - Travel | 447.00 |
| | | | | | 28600 | UNDP Funding Windows | 75100 - Facilities & Administration | 31.00 |
| TOTAL | | | | | | | | 302,721.00 |
| GRAND TOTAL | | | | | | | | 302,721.00 |