

Annual Work Plan 2022



Atlas PROJECT ID	00085156														
Atlas OUTPUT ID	00128049														
ATLAS Project/Programme Title	Iraq Crisis Response and Resilience (EIP)														
Atlas OUTPUT Name	Employment Investment Approach														
UNSD/CPD Outcome (2020-2024)	2.1: Improved people-centred economic policies and legislation contribute to inclusive, gender sensitive and diversified economic growth, with focus on increasing income security and decent work for women, youth and vulnerable populations. 3.2: People in Iraq, civil society and communities, particularly women, have improved capacity to lead, participate in and contribute to the design and delivery of equitable and responsive services, especially for the most vulnerable populations.														
Applicable Key Result Area/Output (from 2018-2021 Strategic Plan)	Output 1.1: Infrastructure for basic service delivery improved in locations affected by crisis and vulnerable to conflict. Output 2.2: Access to livelihood and employment creation opportunities increased in locations affected by and vulnerable to conflict														
Applicable Key Result Area/Output (from 2022-2025 Strategic Plan)	Output 3.3: Risk informed and Gender-responsive recovery solutions, including stabilization efforts and mine action, implemented at regional, national and sub-national levels														
CPD Output (s) 2020-2024	Indicator 2.1: Number of jobs created in productive non-oil sectors out of total jobs by sex and age and persons with disabilities. Indicator 3.3: Proportion of the population satisfied with the delivery of improved public services, disaggregated by sex, age, disability, type of service and governorates														
EXPECTED OUTPUTS	PLANNED ACTIVITIES				TIMEFRAME				PLANNED BUDGET						
And baseline, associated indicators and annual targets	List activity results and associated actions				Q1	Q2	Q3	Q4	RESPONSIBLE PARTY	Fund Code	Donor Name	Donor Code	Account Code	Budget Description	Amount (USD)
Output 1: Decent short-term jobs provided for the most vulnerable FDPs, returnees, and host communities in 6 infrastructure interventions.															
Indicator: 1.1: # of projects 1.2: # of workers days (new project) 1.3: # of workers, disaggregated by sex, age location	Activity Result (1): Five (5) projects integrated with EIP approach.								UNDP	28500	UNDP/ Funding Windows	12711	72100	Contractual Services-Companies	32,706.36
Baseline (2021): 1.1: 0 1.2: 0 1.3: 0	Activity Action: Integrate EIP approaches into existing cash for work interventions through necessary adjustments on contractual terms and conditions, building the capacity of implementing partners and provide technical tools and field support for monitoring activities.				X	X	X	X							
Target (2022): 1.1: 6 projects 1.2: 2,000 worker days 1.3: 30 workers At least 10% women (3 women) Related CP Outcome: 2.2 Gender Marker: 2	Activity Results (2): Decent jobs opportunities created.				X	X	X	X	UNDP	28500	UNDP/ Funding Windows	12711	72100	Contractual Services-Companies	164,690.83
	Activity Action (2): Implement the EIP intervention through private sector contracting modality over 52 worker days per person.				X	X	X	X	ILO	28500	UNDP/ Funding Windows	12711	72100	Contractual Services-Companies	59,615.53
	GMS (7%):				X	X	X	X	ILO	28500	UNDP/ Funding Windows	12711	75100	Facilities & Administration	4,173.09
	GMS (7%):				X	X	X	X	UNDP	28500	UNDP/ Funding Windows	12711	75100	Facilities & Administration	13,817.80
														SUB-TOTAL (OUTPUT 1)	275,003.61
Output 2: Access to sustainable economic opportunities through support to SME improved for 20 beneficiaries															
Indicator: 2.1: # of entrepreneurs supported, disaggregated by sex, age and locations. 2.2: # of business established/growth	Activity Result (1): Entrepreneurial and business skills improved.								UNDP	28500	UNDP/ Funding Windows	12711	75700	Training, Workshops and Confer	14,806.35
Baseline (2021): 2.1: 0 2.2: 0	Activity Action: Implement a 10-day business skills development training.				X										
Target (2022): 2.1: 20 entrepreneurs supported 2.2: 20 business established/started up worker days At least 40% women (8 women) Related CP Outcome: 2.2 Gender Marker: 2	Activity Result (2): Access to finance for business support provided.								UNDP	28500	UNDP/ Funding Windows	12711	72100	Contractual Services-Companies	69,306.35
	Activity Action 2: Provide start-up/growth capital (\$3,000 grant).				X	X	X								
	Activity Result (3): Sustainability of businesses boosted.							X	UNDP	28500	UNDP/ Funding Windows	12711	72100	Contractual Services-Companies	17,706.36
	Activity Action 3: Provide mentorship and customized business support							X							
	GMS (7%):				X	X	X	X	UNDP	28500	UNDP/ Funding Windows	12711	75100	Facilities & Administration	7,127.33
														SUB-TOTAL (OUTPUT 2)	108,946.39
Project Management and Direct Project Costs (DPC)															
	Impact Assessment/monitoring							X	UNDP	28500	UNDP/ Funding Windows	12711	72100	Contractual Services-Companies	15,000.00
	GMS (7%):				X	X	X	X	UNDP	28500	UNDP/ Funding Windows	12711	75100	Facilities & Administration	1,050.00
														SUB-TOTAL (Prog Mgt)	16,050.00
Total Project Budget for 2022														400,000.00	

Programme/Project Manager:
Name & Signature: 
Elias Ghabban
Date: 11-Aug-2022

Resident Representative/ Deputy Resident Representative:
Name & Signature: 
Date: 14/8/2022

**UNDP Iraq
Human Resource Plan 2022**

Project/Programme Title: Iraq Crisis Response and Resilience
 Grant ID: 0022008

No.	Post Title (Approved Project Organization)	Status (Open/Filled)	Name (for position already filled)	Number of Post	Type of Contract	Category (Technical/Professional/International)	Grade	Pro Form	Estimated Budget	COA			Expected or actual End of Contract	Required period of extension	Project end date	Remarks
										Project	Donor	Fund Code				
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Project Manager
 Signature _____
 Date: _____

Reviewed by HR Unit
 Signature _____
 Date: _____

Approved by Resident Representative
 Signature _____
 Date: _____

Costed Annual Monitoring & Evaluation Plan 2022						
Project/Programme Title:	Iraq Crisis Response and Resilience					
Project ID:	0006156					
Output ID:	00128549					
Monitoring Activity	Purpose	Frequency	Estimated Dates	Expected Action	Partners (if Joint)	Cost (USD) - Should Link to Allocations in the Work Plan
Track results progress	Progress data against the results indicators in the RRF will be collected and analysed to assess the progress of the project in achieving the agreed outputs	Monthly	At the end of each month	Slower than expected progress will be addressed by project management.	Not Applicable	Cost will be covered by other project activities
Monitor and Manage Risk	Identify specific risks that may threaten achievement of intended results. Identify and monitor risk management actions using a risk log. This includes monitoring measures and plans that may have been required as per UNDP's Social and Environmental Standards. Audits will be conducted in accordance with UNDP's audit policy to manage financial risk.	Quarterly	At the end of each quarter	Risks are identified by project management and actions are taken to manage risk. The risk log is actively maintained to keep track of identified risks and actions taken.	Not Applicable	Cost will be covered by other project activities
Learn	Knowledge, good practices and lessons will be captured regularly, as well as actively sourced from other projects and partners and integrated back into the project.	Quarterly	At the end of each quarter	Relevant lessons are captured by the project team and used to inform management decisions.	Not Applicable	Cost will be covered by other project activities
Annual Project Quality Assurance	The quality of the project will be assessed against UNDP's quality standards to identify project strengths and weaknesses and to inform management decision making to improve the project.	Annually	At the beginning of the year	Areas of strength and weakness will be reviewed by project management and used to inform decisions to improve project performance.	Not Applicable	No direct cost involved
Review and Make Course Corrections	Internal review of data and evidence from all monitoring actions to inform decision making.	Quarterly	5th April, 5th July, 5th August, 5th January	Performance data, risks, lessons and quality will be discussed by the project board and used to make course corrections.	Not Applicable	No direct cost involved
Project Report	A progress report will be presented to the Project Board and key stakeholders, consisting of progress data showing the results achieved against pre-defined annual targets at the output level, the annual project quality rating summary, an updated risk log with mitigation measures, and any evaluation or review reports prepared over the period.	Annually	Proposed Date for 2020 Report: 25th February 2021 Proposed Date for 2021 Report: 24th February 2022		Project Board	No direct cost involved
Project Review (Project Board)	The project's governance mechanism (i.e., project board) will hold regular project reviews to assess the performance of the project and review the Multi-Year Work Plan to ensure realistic budgeting over the life of the project. In the project's final year, the Project Board shall hold an end-of-project review to capture lessons learned and discuss opportunities for scaling up and to socialize project results and lessons learned with relevant audiences.	Annually	29th November 2022	Any quality concerns or slower than expected progress should be discussed by the project board and management actions agreed to address the issues identified.	Project Board	No cost will be incurred
Project (DIM) Audit	Audit Commissioned by the Office of Audit in Investigation for Directly Implementation Modality in keeping with UNDP's Rules and Regulations.	N/A	Not Applicable	Not Applicable	Not Applicable	
Spot-Checks for Responsible Parties	Within the Harmonized Approach to Cash Transfer (HACT) framework, spot-checks conducted by a Third-Party Service Provider on Responsible Party Expenditure. Spot-checks to be completed in accordance with the Assurance Plan developed for each Responsible Party.	Semi Annually	5th-6th July 5th-6th December	Quality of work, progress against timelines, adherence to technical specifications. Oversight of corrective actions taken.	Third Party Service Provider	
Audits for Responsible Parties	Within the Harmonized Approach to Cash Transfer (HACT) framework, annual audit of Responsible Party Expenditure.					Cost will be covered by other project activities
Evaluation Title	Related Strategic Plan Output	UNDAF/CPD Outcome		Planned Start & Completion Date	Key Evaluation Stakeholders	Cost and Source of Funding
Impact assessment	Output 3.3: Risk informed and Gender-responsive recovery solutions, including institutional efforts and mine action, implemented at regional, national and sub-national levels	2.1	Not Applicable	July-Sep 2022	Not Applicable	15,000