

AGREED

Zachary Taylor

UNDP Deputy Resident Representative

Date

AGREED

Marianna Shchetkina

National Coordinator on implementation of Sustainable Development Goals

Date

Annual Work Plan

Project Title: Support to the National Coordinator on Implementation of Sustainable Development Goals and Strengthening the Role of the Parliament in the Implementation of Sustainable Development Goals

Project ID: 00103223 (00100115)

Year: 14.07.2017-06.06.2018

Annual Targets:

1. Assistance to the National Coordinator on implementation of Sustainable Development Goals and the Council for Sustainable Development is provided.
2. Involvement of the Parliament in the issues of SDGs implementation is increased.
3. International cooperation in the context of SDGs is enhanced.

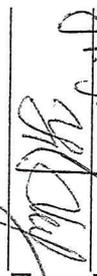
Sub-Total for Output 1	84,235.76
Sub-Total for Output 2	39,878.47
Sub-Total for Output 3	62,801.66
Sub-Total for Outputs 1-3	186,915.89

General Management Support (7%)	13,084.11
TOTAL	200,000.00


 Nataliia Karkanitsa, UNDP Programme Analyst

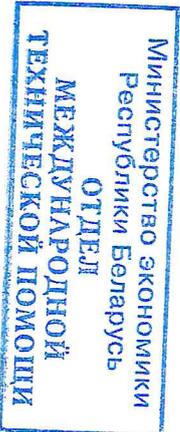
Nataliia Karkanitsa
 UNDP Programme Analyst

Date


 Natalya Minchenko, UNDP Project Manager

23 MAR 2018

Date



PLANNED ACTIVITIES	EXPECTED RESULTS	Planned Budget by Quarters	RESPONSIBLE PARTY	Funding Source	Budget account description	Amount, USD
Output 1						
Support to the National Coordinator on implementation of Sustainable Development Goals and Council for Sustainable Development is provided						
Output 1 Result: Support to the National Coordinator on implementation of Sustainable Development Goals is provided. Expert and technical assistance to the Ministry of Foreign Affairs as the Secretariat of the Council for Sustainable Development is provided						
Activity 1.1: Provide expert and technical assistance to state bodies and other organizations within the framework of the Council for Sustainable Development, as well as parliamentarians on SDGs themes, including in the context of the preparation and presentation of the national report of the Republic of Belarus on SDGs within the framework of the UN High Level Political Forum on Sustainable Development on the theme "Eradication of poverty and the promotion of prosperity in a changing world".						
1.1.1. Conducting a two-day regional forum (conference) to coordinate the implementation of SDGs with participation of the international experts, national SDGs coordinators (region - Europe), representatives of the Council for SD, and parliamentarians	A two-day regional forum (conference) was held in Belarus to coordinate the implementation of the SDGs (up to 100 participants; including at least 4 international experts, renting a room (2 days), meals, transportation costs, design and printing of handouts, badges, stretch marks, etc.).	February 2018	Ministry of Foreign Affairs	UNDP	Contractual Services - Companies International Consultants Training, Workshops and Confer Rent - Meeting Rooms Transport, Shipping and handle Promotional Materials and Dist	30,000.00
Activity 1.2: Preparation of information materials (brochures, banners, booklets, websites, rendering expert and technical assistance to the National Statistical Committee of the Republic of Belarus for creating a reporting platform for the SDGs, etc.) that promote the achievements and best practices of the Republic of Belarus in the area of achieving SDGs.						
1.2.1. Development of a national SDGs logo	The national SDGs logo was developed (one common logo and 17 logos of individual SDGs in Russian, Belarusian and English)	September-October 2017	Ministry of Foreign Affairs	UNDP	Contractual Services - Companies Promotional Materials and Dist	500.00
1.2.2. Creation of a national website (portal) for sustainable development	A national website (portal) for sustainable development has been created and is functioning	4Q 2017 - 2Q 2018	Ministry of Foreign Affairs	UNDP	Contractual Services - Companies Promotional Materials and Dist Inform Technology Supplies	4,500.00
1.2.3. Creation and placement of billboards dedicated to the SDGs	The models of the billboard dedicated to the SDGs were designed, at least 20 billboards were placed in Minsk	4Q 2017 - 2Q 2018	Ministry of Foreign Affairs	UNDP	Contractual Services - Companies Promotional Materials and Dist	4,800.00
1.2.4. Creation and placement on television and in other media of a clip dedicated to SDGs	The concept of a video about the SDGs was developed, one video shot (up to 45 sec.) and placed on television, as well as in other media (on screens in the metro, in cinemas, in social networks, etc.).	4Q 2017 - 2Q 2018	Ministry of Foreign Affairs	UNDP	Contractual Services - Companies Promotional Materials and Dist	3,500.00

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1.2.5. Preparation of a review of european experience in the development of a statistical reporting platform for the SDGs with the development of recommendations on the main sections and content of such a platform and development of terms of reference for creation of platform for statistical reporting on SDGs and agreed it with the National Statistical Committee	A review of the European experience in the development of a statistical reporting platform for the SDGs has been prepared with the development of recommendations on the main sections and content of such a platform, a TOR was developed to create a platform for statistical reporting on the SDGs and agreed with the National Statistical Committee	4Q 2017 - 1Q 2018	Ministry of Foreign Affairs	UNDP	Contractual Services - Companies International Consultants	8,000.00
1.2.6. Production of promotional products for the SDGs (notebooks, calendars, cups, stands, bags, folders, rollup, etc.)	The models of souvenir products dedicated to the SDGs (not less than 100 pcs.), calendars (not less than 300 pcs.), cards with SDGs (not less than 100 pcs.), stands for cups (not less than 100 pcs.), flash drives (at least 250 pcs.), rollup and other souvenir products developed and produced	4Q 2017 - 2Q 2018	Ministry of Foreign Affairs	UNDP	Contractual Services - Companies Promotional Materials and Dist	7,635.76
Sub-Total for Output 1					Information Technology Equipmt	8,000.00
					Sundry	150.00
					Supplies	1,000.00
					Contractual Services – Individ	10,500.00
					Rental & Maintenance-Premises Staff Mgmt Costs - IP Staff/General Operational Expenses	1,300.00 4,350.00
Sub-Total for Output 1						84,235.76

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PLANNED ACTIVITIES	EXPECTED RESULTS	Planned Budget by Quarters		RESPONSIBLE PARTY	Funding Source	Budget account description	Amount, USD
		2017	2018				
Output 2: Involvement of the Parliament in the issues of SDGs implementation increased							
Output 2 Result: Provided information support to Parliament on SDGs issues							
Activity 2.1: Provide support to the National Coordinator on implementation of SDGs by assistance in holding the events with the participation of national and foreign partners (parliamentary hearings, seminars, consultations, etc.) on SDGs							
2.1.1. Assisting in holding parliamentary hearings on the issue of achieving the SDGs by the Republic of Belarus	Assistance was provided in conducting parliamentary hearings on reaching the SDGs by the Republic of Belarus (at least 150 people, including the parliamentarians of the National Assembly, meals (coffee break), handouts were prepared and printed, at least two experts were involved)	December 2017		Ministry of Foreign Affairs	UNDP	Contractual Services-Companies Local Consultants Training, Workshops and Confer Promotional Materials and Dist	3,200.00
2.1.2. Assistance in organizing and holding the international conference "Women's entrepreneurship as a factor of sustainable development"	Assistance in the organization and holding of the international conference "Women's entrepreneurship as a factor of sustainable development" (at least 100 people, including the representatives of the NGO, business, Government and parliamentarians, renting premises, meals (lunch and dinner), handouts, banner with the name of the conference)	October 2017		Ministry of Foreign Affairs	UNDP	Contractual Services - Companies Rent - Meeting Rooms Promotional Materials and Dist	4,800.00
2.1.3. Providing support in holding meetings (seminars) of parliamentary, partner and regional SDGs groups	Support was provided for holding at least one meeting (seminar) of parliamentary, partner and regional SDGs groups (up to 150 participants, premises rent, meals, handouts, transportation costs, printing, experts)	4Q 2017 - 2Q 2018		Ministry of Foreign Affairs	UNDP	Contractual Services - Companies Training, Workshops and Confer Rent - Meeting Rooms Promotional Materials and Dist Local Consultants	12,997.23

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Activity 2.2: Prepare information materials for promoting the activity of the National Coordinator on implementation of SDGs, with the participation of the parliamentarians and the Council for Sustainable Development

2.2.1. Preparation of information materials (brochures, booklets, etc.) to promote the activities of the National Coordinator for promotion of the SDGs, including participation of parliamentarians and the Council for Sustainable Development	Designs and production of brochures, leaflets, etc. have been accomplished (at least 400 pieces), which supports the National Coordinator in promotion of the SDGs, including participation of parliamentarians and the Council for Sustainable Development	3Q-4Q 2017-2Q2018	Ministry of Foreign Affairs	UNDP	Contractual Services - Companies Promotional Materials and Dist	4800.00										
<table border="1"> <tr> <td data-bbox="901 1644 943 2033">Contractual Services - Individ</td> <td data-bbox="901 2033 943 2161">9,764.24</td> </tr> <tr> <td data-bbox="863 1644 901 2033">Miscellaneous Expenses</td> <td data-bbox="863 2033 901 2161">100.00</td> </tr> <tr> <td data-bbox="825 1644 863 2033">Rental & Maintenance-Premises</td> <td data-bbox="825 2033 863 2161">867.00</td> </tr> <tr> <td data-bbox="790 1644 825 2033">Staff Mgmt Costs - IP Staff/General Operational Expenses</td> <td data-bbox="790 2033 825 2161">3,350.00</td> </tr> <tr> <td data-bbox="751 35 790 2161">Sub-Total for Output 2</td> <td data-bbox="751 2033 790 2161">39,878.47</td> </tr> </table>							Contractual Services - Individ	9,764.24	Miscellaneous Expenses	100.00	Rental & Maintenance-Premises	867.00	Staff Mgmt Costs - IP Staff/General Operational Expenses	3,350.00	Sub-Total for Output 2	39,878.47
Contractual Services - Individ	9,764.24															
Miscellaneous Expenses	100.00															
Rental & Maintenance-Premises	867.00															
Staff Mgmt Costs - IP Staff/General Operational Expenses	3,350.00															
Sub-Total for Output 2	39,878.47															

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PLANNED ACTIVITIES	EXPECTED RESULTS	Planned Budget by	RESPONSIBLE PARTY	Funding Source	Budget account description	Amount, USD
		Quarters				
Output 3: International cooperation in the context of SDGs is enhanced						
Output 3 Result: Exchange of expertise and best practices on implementation of Sustainable Development Goals through the National Coordinator on implementation of Sustainable Development Goals, and global levels						
Activity 3.1: Organize visits abroad for the National Coordinator on implementation of 5 SDGs and parliamentarians for experience exchange and promotion of best practices of achieving SDGs at national, regional and global levels						
3.1.1. Organization of a trip to Germany for exchange of experience on the achievement of the SDGs, and participation in international seminars (conferences) on the SDGs	The trips were organized for the National Coordinator on implementation of Sustainable Development Goals, parliamentarians and others to Germany, Armenia to exchange experiences on how to achieve SDGs (transport costs, accommodation, meals, program preparation, accompaniment in Germany, Armenia, translator) and assisted in organizing participation Representatives of Belarus in at least 3 international conferences on SDGs topics, incl: New York, Baku, Geneva, etc. (transportation costs, food, accommodation)	3Q-4Q 2017 - 2Q 2018	Ministry of Foreign Affairs	UNDP	Contractual Services - Companies Travel	43,735.66
Activity 3.2: Providing technical assistance (translating materials into Russian / English, organizing events, etc.) to Parliament in the framework of its interaction with international organizations on SDGs topics						
3.2.1. Providing technical assistance to Parliament in the framework of its interaction with international organizations on SDGs topics (including translating materials into Russian / English, organizing events, etc.)	Provided technical assistance to the Parliament in the framework of its interaction with international organizations on SDGs topics (including translation of materials into Russian / English, organization of events, etc.)	4Q 2017 - 2Q 2018	Ministry of Foreign Affairs	UNDP	Local Consultants	1,000.00

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Activity 3.3: Provide advisory and technical assistance in the preparation of the national report of the Republic of Belarus on achieving the SDGs

3.3.1. Providing advisory and technical assistance in the preparation of the national report of the Republic of Belarus on the achievement of the SDGs, including design of the presentation

Assistance was provided in the preparation and design of the presentation on the national report of the Republic of Belarus in achieving SDGs

July 2017

Ministry of Foreign Affairs

UNDP

Contractual Services – Individ	12,500.00
Miscellaneous Expenses	966.00
Rental & Maintenance-Premises	1,300.00
Staff Mgmt Costs - IP Staff/General Operational Expenses	3,300.00

62,801.66

Sub-Total for Output 3

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А.А.Белавина
18.08.2017