

United Nations Development Programme
Country: Kyrgyzstan
Annual Work Plan 2012

Project Title	Improving institutionalization of gender mainstreaming practices into national policies
UNDAF Outcome(s):	<p>3. By 2016, national and local authorities apply rule of law and civic engagement principles in provision of services with active participation of civil society;</p> <p>5. By the end of 2016 youth, women and vulnerable groups benefit from inclusive growth and improved access to resources, markets, decent and productive employment, and food security</p>
Expected Output(s):	<p>Output 2.1 Capacity of public and municipal bodies from targeted areas to deliver good quality services and apply transparent and participatory decision-making at central and local levels built</p> <p>Output 2.2 Institutional capacities of key actors improved to further develop and preserve democratic stability, rule of law, new legal framework and accountability of the government.</p> <p>Output 5. 1: Assistance to the Government provided to accelerate and sustain a progress towards achievement of MDGs.</p>
Implementing Partner:	UNDP Kyrgyzstan
Responsible Parties:	Ministry of Youth, Labor and Employment Government Office National Parliament

Brief Description

The primary goal of the Project is to assist the Government of the Kyrgyz Republic (KR) in introducing of gender mainstreaming methodology in the national policies through UNDP programme activities.

It will be achieved through the following actions:

- 1) Assistance to the Government of the KR in completion and implementation of National Gender Strategy for 2012-2020 and its Action Plan for 2012-2014;
- 2) Capacity development of UNDP national partners from state institutions and civil society on implementation of international and national commitment on gender equality and women's rights, partnership and networking;
- 3) Strengthening of partnership with UN Agencies and other development agencies on supporting of achieving country goals on gender equality.

The project will contribute to implementation of international commitments of the Kyrgyz Republic on gender equality (CEDAW, Beijing Declaration, MDGs) and national legislation on human rights and good governance. The project is based on UNDP Global Gender Equality Strategy for 2008-2013, UNDAF, CPD and CPAP for 2012-2016.

Programme Period:	2012-2016	2012 AWP budget:	37,300.00
Key Result Area (Strategic Plan):	Gender Equality	Total resources required	37,300.00
Atlas Award ID:	00047317	Total allocated resources:	37,300.00
Start date:	01.01.2012	Regular (TRAC)	37,300.00
End Date :	31.12.2016	• Other:	
Management Arrangements:	DIM	○ Donor	
PAC Date:	29.11.2011	○ Donor	
		○ Donor	
		○ Government	
		Unfunded budget:	
		In-kind Contributions	

Agreed by UNDP:

Deputy Resident Representative

Mr. Pradeep Sharma

27 Feb 2012

I. ANNUAL WORK PLAN

Year: 2012

EXPECTED OUTPUTS <i>And baseline, associated indicators and annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Funding Source	Budget Description	Amount
Output 1. Gender mainstreaming methodology is introduced in national policies Baseline: - Gender equality issues are poorly reflected in policies of UNDP's national partners; - Public service delivery is not sensitive to specific needs of women and vulnerable groups; - Continuation of women's dropping out from public administration, national and local parliaments; - National partners from state institutions and CSOs have low capacity for development and implementation of gender policy; - Capacity of UNDP programme and project staff on gender mainstreaming	Activity result 1. Capacity of UNDP national partners on implementation of international and national gender commitments developed. Implementation of some targets of National Gender Strategy supported through UNDP programmes AWP. Action 1.1.1 Provide experts' support to National Parliament and relevant government institution on implementation of gender equality agenda; Action 1.1.2 Provide support to AWLI on advocating and monitoring of implementation of National Gender Strategy and its Action Plan.	X	X	X	X	National gender machinery, Parliament of KR, civil society organizations (CSO)	TRAC		
		X	X			National Machinery Gender KR Parliament		Expert fees	3000
		X	X	X		AWLI		Expert fees, round tables, meetings	5000

<p>need to be improved in thematic areas;</p> <ul style="list-style-type: none"> - Shortage of gender experts from civil society, both of general profile, and specific profile <p>Targets:</p> <ul style="list-style-type: none"> - At least 2 sectoral development strategic and programme documents developed with support on UNDP and include gender equality principles, mechanisms and indicators; - Gender equality objectives reflected in programme AWP's, sufficient resources for its achievements allocated; - Capacity of staff of the Country Office and UNDP PMU and PIU in gender mainstreaming and women's empowerment is sufficient for implementing gender objectives in thematic areas; - Women's movement representatives actively participate at national and local development discussion facilitated by UNDP <p>Indicators:</p>	<p>Action 1.1.3 Provide support to the KR Government development on 4th National Period Report on CEDAW.</p>	X	X	X	X	X	National Machinery KR Parliament	Gender	Expert fees, meetings expenses, publishing.		4000
	<p>Action 1.1.4. Development UNDP KGZ Gender Mainstreaming Strategy for 2012-2016</p>	X	X	X	X	X	CSOs	TRAC	Expert fees, meetings, publishing.	1664	1000
	<p>Action 1.1.5. Coordinate with all project managers and approve project work plans of all main UNDP programmes (Poverty Reduction, Democratic Governance, HIV/AIDS, Disaster and Risk Management, Peace and Development, BOMCA/CADAP, Environment Protection for Sustainable Development) taking into account gender aspects of the projects</p>	X	X	X	X	X	Gender UNDP Team Programme Officers Programme Managers	TRAC	Fees of programme staff	1664	
	<p>Action 1.1.6. Develop, coordinate with all project managers and implement summary work plan of UNDP on gender mainstreaming on the basis of approved project work plans of all main UNDP programmes</p>	X	X	X	X	X	Gender UNDP Team Programme Officers Programme Managers	TRAC	Fees of programme staff	1664	

<p>- # of sectoral development strategic and programme documents developed with support on UNDP and included gender equality principles, mechanisms and indicators;</p> <p>- Amount of resources allocated for implementing gender mainstreaming activity within programme AWP;</p> <p>- # gender specific projects implemented by programmes;</p> <p>- # of and level of women's NGOs involvement into UNDP programmes implementation</p>	<p>Action 1.1.7. Conducting gender expertise of work plans of UNDP programmes for 2013</p>					X	Gender UNDP Team Programme Officers Programme Managers	TRAC	Fees of programme staff	1664	
	<p>Activity Result 2. Programme management and Operational Policies and Procedures promote implementation of GM Strategy</p>	X	X	X	X	X	Gender UNDP Team Programme Officers Programme Managers				
	<p>Action 2.1. Hold working meetings with participation of all managers of UNDP programmes in disseminating experience in conducting gender mainstreaming (on results of activity in 2011)</p>	X					Gender UNDP Team Programme Officers Programme Managers	TRAC	Fees of programme staff	1664	
	<p>Action 2.2 Conduct series of capacity development seminars as follow:</p> <ul style="list-style-type: none"> - Introduction training on gender for new programme staff; - Specialized thematic training for pilot practice area; - Advanced gender analysis training 		X	x			Gender UNDP Team Programme Officers Programme Managers CSOs		Expert fees. Training expenses	3000	

Action 2.3.	Support of participation of CO and PMU staff at international workshops on gender issues	X	X	X	x		Gender UNDP Team Programme Officers Programme Managers	TRAC	Travel and visa expenses	2000	
Action 2.4	Introduce gender modules in all UNDP training programs	X	X	X	X	X	Gender UNDP Team Programme Officers Programme Managers CSOs	TRAC	Fees of programme staff	1664	
Action 2.5.	Assist in preparing specialized experts on gender issues from staff of national partners	X	X	X	X	X	Gender UNDP Team Programme Officers Programme Managers CSOs	TRAC	Fees of programme staff. Trainings expenses	1664	
Action 2.6.	Assist national partners in gender mainstreaming into implemented and developed sectoral programmes and projects	X	X	X	X	X	Gender UNDP Team Programme Officers Programme Managers CSOs	TRAC	Fees of programme staff,	1664	
Action 2.7.	Assist in introducing gender indicators in processes of monitoring development programmes.	X	X	X	X	X	Gender UNDP Team Programme Officers Programme Managers CSOs	TRAC	Fees of programme staff	1664	
Action 2.8.	Hold discussions on results of Global Staff Survey in 2010 and implementation of recommendations on changing attitudes, including training on sexual harassment and abuse of authority/	X	X				HR Unit Gender UNDP Team Programme Officers Programme Managers	TRAC	Fees of programme staff	1229	

	Activity Result. 3. Partnership with UN Gender Thematic Group strengthened by participation in joint UNCT gender programme. Contribution to global and regional gender initiative provided.	X	X	X	X	X	Gender UNDP Team Programme Officers Programme Managers UN GTG	TRAC	Fees of experts Expenses for conducting events Handouts	3664		
							National gender machinery, Parliament of KR, civil society organizations (CSO) UNDP Programmes					
		X	X	X	X	X	Civil society organizations (CSO)	TRAC	Fees of programme and administrative support staff	664		
		X	X	X	X	X	Gender UNDP Team Programme Officers Programme Managers	TRAC	Fees of programme and administrative support staff	2424		
TOTAL												24957

Personnel:

Administrative Assistant (15%)

1760

Sub Total Personnel:

1760

Utilities:

Office rent in Bishkek

6660

Electricity

180

Premises maintenance	90
Sub Total:	6930




Communication costs:	
Land Telephone	540
Mobile telephone	180
Internet	700
Sub Total:	1420

Miscellaneous:	
Stationary	90
Fuel	540
Security	720
Cleaning services	450
Maintenance of vehicle/equipment	60
Sub total Miscellaneous	1860
TOTAL administrative costs	11970

UNDP CO Mandatory charges	
1% Communication Budget	373,00
Total:	373,00
Total AWP and professional staff salaries RR/TRAC (a):	\$24 957,00
Administrative costs and UNDP CO Mandatory charges from RR/TRAC (b):	\$12 343,00
Donor Funds allocated to project budget (c):	
Total projects AWP budget (d)=(a+b+c):	\$37 300,00
*Donor funds (not allocated to Project budget) (e):	\$0,00

Clearance Slip for AWP 2012

Purpose: AWP for Gender Mainstreaming project, new PID to be created

Cleared by	Signature	Date	Comments
Programme Officer/Associate		17.02.12	
ARR 'my E Office'		17.02.12	
Operations Manager		21/02/12	TRAC \$ 39,890=00
DRR *			

*/ DRR signs a clearance slip only if the document to be signed by RR (please refer to the latest office ICF)

↓ budgeted TRAC is less
since DRR requested to
charge part of Gender
Coordinator's salary
to another project.
