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Lao People's Democratic Republic



Empowered lives. Resilient nations.

Quarter Project Report
National GPAR Programme Secretariat Support Project
January-March 2016

Basic Project Information

This project aims to strengthen the capacity of public administration to deliver efficient, effective and accountable services to citizens through high level oversight and leadership, strategic management and support to all components of the national GPAR Programme

Project Title:

UNDP Award ID	00065088
UNDP Project ID	00081709
Project Duration	4.5 years
Reporting Period	January-December 2015
Implementing Partners	Ministry of Home Affairs
National collaborating agencies	Ministry of Justice, Ministry of Planning and Investment, National Assembly
Other UN/International collaborating agencies	
Cost-sharing third parties	Swiss Development Cooperation
UNDP Programme Officer	Ms. Viengmala Phomsengsavanh
UNDAF and Country Programme Outcome	UNDAF OUTCOME 2: By 2015, the poor and vulnerable benefit from the improved delivery of public services, an effective protection of their rights and greater participation in transparent decision making

Total Budget	Original Budget (US\$)	Latest Signed Revision (US\$)
Resources	The Government of Lao PDR (in parallel)	10,000
	United Nations Dev. Programme	800,000
	Swiss Agency for Dev. Cooperation	385,000

1. Project Implementation Status and Key Results

Implementation Status Summary at Outcome level

- The progress and lessons of implementation of 5 projects under NGPAR were shared and suggested in the Annual review meeting organized on 19 February 2016 at Vientiane Capital. The participants could benefit from the lessons draws and resolution regarding to the changes faced in local levels.
- The programme board meeting to approved 2016 annual work plans of GPAR SCSD, SLIFEPA, NGPS and to approved the extension of SCSD to 31 Dec 2016.
- Under GSWG, MoHA organized thematic workshop on draft vision 2030 and strategy 2025 for public finance sector to line ministries, DPs, INGOs, CSOs in order to gain comment and feedback before submitting to the government for consideration.
- Capacity of MoHA at local and central levels continued to be strengthened through training in cooperation, evaluation and English.

Implementation Progress Summary at Output level

OUTPUT ¹ In line with Prodoc/AWP	MILESTONE (Target 2016)	STATUS OF TARGET (Achieved, On Track or Off Track)	PLANNED ACTIVITIES List all activities to be undertaken during the period as stated in QWP/AWP	ACTIVITY PROGRESS TO DATE Give detailed explanation of the status. Provide justification if delayed and new schedule planned and provide response strategy if any	RESULTS ACHIEVED Describe concrete, key results (policy, publication, key event etc.) achieved so far, vis-à-vis the specific targets set in the QWP/AWP. Please provide data/evidence to support the results	BENEFICIARY Approximate number of beneficiaries reached by project activities (disaggregated by sex/age), etc.
Output1. High level institutional mechanisms to provide oversight and coordination	Indicators 2016: 1.1 LC & 1 PB meeting organised to discuss NGPAR issues, progress & AWP	On track	- Annual review meeting	- Completed on 19 Feb 2016	<ul style="list-style-type: none"> Some lessons, suggestion and clarification about programme implementation were shared. 	<ul style="list-style-type: none"> 68 participants (26 females) From line ministries, DPs, INGOs, CSOs -24 participants (12 females) from MoHA, MPI, MoF, Mol,

¹ Please note that for GEF projects, GEF Outcomes are actually Outputs in UNDP context

across the Governance sector established	<u>Target 2016:</u> 1.1 Progress & strategic direction of NGPAP projects benefit from 1 LC meeting & 1 programme Board meeting		- Programme Board meeting	- Completed on 19 Feb 2016	- Annual workplan 2016 for 3 projects under NGPAP were discussed and approved	UNDP, SDC, R. Korea, UNCDF, Luxembourg Embassy,
Output 2. Strengthening capacity in MoHA to	<u>Indicator 2016:</u> 2.1 Percentage of MOHA officials responsible for	Delayed	- 5 th Leading committee meeting	Postponed to Q2		
		On track	- Training on evaluation of projects	Completed on 26-27 Jan 2016 at MoHA	The participants understood the process of the assessing the project	- 37 participants (12 females) from departments of MoHA

effectively coordinate and monitor the implementation of the GPAR programme and related activities	<p>coordination and management receive NIM guideline refreshment workshop</p> <p><u>Target 2016:</u></p> <p>2.1 At least 50% of MOHA officials responsible for coordination increase project management skills through NIM workshop</p>		Training on cooperation	Completed on 24-25 Mar 2016 at MoHA	proposal and evaluation steps especially government projects	30 participants (10 females) from departments of MoHA
			<ul style="list-style-type: none"> - Training on 5 years plan of MoHA, law on local administration, law on civil servants. - Seminar/ training on cooperatio 	Postponed to May		

<p>Output 3. Coordination of development partner assistance through the Governance Sector Working Group, and resource mobilization to support programme implementation enhanced.</p>	<p><u>Indicator 2016:</u> 3.1: SWG/GSSWG AWP developed & shared with members. 3.2: number of GSWG/SSWG meetings organized according to the plan <u>Targets 2016:</u> 3.1: GSWG/SSWG AWP 2016 agreed and shared with the members 3.2: at least 1 GSWG and 2 PSISWG meetings organized before the closure of the projec</p>	<p>On track</p>	<p>- GSWG secretariat meetings to finalise the AWP of GSWG and its Sub sector</p> <p>- PSI thematic workshop</p>	<p><input checked="" type="checkbox"/> completed on 1 Mar 2016</p> <p><input checked="" type="checkbox"/> completed on 18 Mar 2016</p>	<p>- The final draft of AWP were discussed and shared with all key stakeholders to comment and approve</p> <p>The vision 2030 and strategy to 2025 of public finance were shared and discussed before finalizing and submitting to government</p>	<p>- 18 participants (7 females) From MoHA, MoJ, NA, MoF, SDC, UNDP, EU</p> <p>64 participants (26 females) from line ministries, embassies, international organizations, development partners and non-profit associations,</p>
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2. Financial Management

Financial Information Summary

Output	Annual Work plan year 2016 (USD)	Quarter Work Plan/Budget (USD)	Expenditure This Quarter (USD)	Delivery Rate This Quarter (%)
Output 1	1,050	1,148	604	52%
Output 2	40,244	7,733	2,850	37%
Output 3	76,400	5,153	3,872	75%
Totals	117,694	14,034	7,326	52%

3. Project Management and Oversight

Monitoring and Evaluation

The project held regular monthly meetings and quarterly meeting chaired by the Programme Manager and attended by UNDP-UNCDF Programme Officers and MoHA's departments to report the progress, discuss challenges and key activities of the following month and quarter. The Annual Review Meeting for 2015 and Programme Board meetings were held on 19th February 2016. The annual audit of 2015 took place in February 2016. No significant issues were identified and an Unqualified Audit Opinion was awarded one again. The Project is on track with its regular monitoring plans (please see Logs in Annex).

Risk management

No significant risks arose during the year.

Communication and advocacy

Project communication is ongoing as per Communication Log in Annex.

5. Annex/s

- Combined Delivery Report 2015 (CDR)
- Project Monitoring and Communication Plan
- Project Risk Log
- Project Issue Log
- Project Lesson Learned Log

PREPARED BY PROGRAMME MANAGER


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Date:

APPROVED BY EXECUTIVE PROGRAMME BOARD


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Date:

RECEIVED AND REVIEWED BY UNDP


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Date: 27 JUN 2016

NATIONAL GPAR PROGRAMME SUPPORT PROJECT: COMMUNICATION AND MONITORING PLAN/REPORT

Project Title: National GPAR Programme Support Project		Award ID:	Last Reviewed Date:		
		00065088	31/03/2016		
Type of Action	Stakeholders	Method of communication	Due by	Completed on	Status
Annual Work Plan and Budget: 2014	UNDP and SDC	Report	01/03/14	16/02/14	Completed
Work plan and FACE form: Q1-2014	UNDP	Report	01/03/14	20/02/14	Completed
Quarterly Progress Report for Q1-2014, including logs	UNDP and SDC	Report	10/04/14	10/04/14	Completed
Work plan and FACE form: Q2-2014	UNDP	Report	10/04/14	08/04/14	Completed
Quarterly Progress Report for Q2-2014, including logs	UNDP and SDC	Report	10/07/14	30/6/14	Completed
Work plan and FACE form: Q3-2014	UNDP	Report	10/07/14	07/7/2014	Completed
Quarterly Progress Report for Q3-2014, including logs	UNDP and SDC	Report	10/10/14	10/10/2014	Completed

Work plan and FACE form: Q4-2014		UNDP	Report	10/10/14	10/10/2014	Completed
Annual Report 2014		UNDP and SDC	Report	10/01/15	10/1/2015	Completed
Annual Work Plan 2015		UNDP and SDC	Report	10/01/15	15/1/2015	Completed
Annual Report 2015		UNDP and SDC	Report	19/2/2016	19/2/2016	Completed
Annual Work Plan 2016		UNDP and SDC	Report	19/2/2016	19/2/2016	Completed

NATIONAL GPAR PROGRAMME SUPPORT PROJECT: RISK LOG

#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mgmt. response	Owner	Submitted/ updated by	Last Update	Status

1	Outputs requiring Govt. actions may be delayed	15/03/12	Strategic	Project outputs not achieved as per target dates P=2; I=3; PXI=6	Multi-Stakeholder Programme Board guidance to initiate dialogue with relevant Government offices	Programme Manager	Programme Manager	07/10/2012	No change
2	Stakeholder coordination to set up targets and enable reporting may need time to be developed	15/03/12	Strategic	Output related to sector coordination may not be fully realized during the first year P=3; I=3; PXI=9	Early discussions with stakeholders to prepare targets and discuss formats for reporting	Programme Manager	Programme Manager	07/10/2012	No change
3	MoHA officials may be transferred after they are trained	15/03/12	Operational	Key activities will be delayed till replacements are trained P=3; I=3; PXI=9	Training teams instead of particular officials to ensure continuity	Programme Manager	Programme Manager	07/10/2012	No change

4	Delay in agreeing DP's representation on NGPAP Programme Board	15/06/12	Strategic	Key activities requiring Board approval may be delayed P=3; I=3 Pxl=9	Moha to consult with MPI on the Government's position.	Programme Manager	Programme Manager	01/04/13	Decision made by Govt that DP in the NGPAP Programme Board limited to signatory to prodoc. DPs to be invited.
5.	Delay in recruiting Communications Coordinator due to lack of suitably qualified national	01/03/13	Operational problem	P=4; I=3; Pxl=12	Communications work to be handled and shared by Gov Coordinator and NGPAP staff.	Project manager	Programme Manager	Nov 14	National communication specialist was recruited under GPAR SLIFEPA but he never shows up. New advertise will be prepared in early 2015.
6	Delay in recruiting Consultant for the GSWG stocktaking and assessment	01/03/13	Operational problem	Key activity for the sector P=5; I=3; Pxl=15	Contact potential consultants to facilitate recruitment	Project manager	Programme Manager	22/04/14	Stocktaking completed. Recommendations being implemented and integrated in 2014 AWP.

NATIONAL GPAR PROGRAMME SUPPORT PROJECT: ISSUES LOG

Project Title: National GPAR Programme Support Project		Award ID: 00065088		Last Review Date: 31/12/2015					
#	Description	Date Identified	Type	Priority (P) & Impact (I)	Countermeasures / Mgmt. response	Owner	Status change	Last update	Current status
1.	Delay in updating the Sector Information Matrix	01/03/13	Coordination problem	Key activity for the sector P=5; I=5 Pxl=15	One on one meetings with Governance focal points to be undertaken.	Project manager	New	30/02/14	On-going meetings with government focal points
2.	Not all GSWG members are actively participated in the discussion	July 2014	Coordination problem	I = 10	Encourage the members to be active	Project manager and members			
3.	Technical support in the implementation of project activities with the departure of CTA in Dec 2014	1/11/14	Technical	Key activity for the sector P=5; I=5 Pxl=25	Recruit consultant to provide technical backstopping	Project Manager	New		

NATIONAL GPAR PROGRAMME SUPPORT PROJECT: LESSONS LEARNED LOG

Lesson ID	Date logged	Type	Description	Recommendation
01	30/03/12	Positive	Programme framework allows for several implementation mechanisms to operate in parallel enabling good alignment	<ul style="list-style-type: none"> • Documentation of various options that can be shared with potential partners
02	01/04/13	Operational	Full time backstopping support to pro-actively facilitate coordination among organizations and members, manage relationships and activities of GSWG	<ul style="list-style-type: none"> • Full time backstopping support required for GWSG