

Clearance Slip for:

- Project Document, **AWP**
- Agreement; Amendment
- LVGA (Low-value grant)
- Other



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Project number/title: Strong and inclusive parliamentary democracy (SIPD) _101685

Purpose: 2020 AWP

Cleared by:	ProDoc	AWP/ Revision	MoU	Agreement/ Amendment	SIGNATURE/ DATE
Team Leader <i>Erkina Urazbaeva</i>	<i>Author</i>	<i>Compliance with Prodoc. Verification of document correctness (period, title, calculation) and grammar</i>			<i>Erkina Urazbaeva</i> 02-Mar-2020
ARR	Compliance with the RM strategy & pipeline				n/a
M&E Officer /Gender <i>Aidai Arstanbekova</i> <i>Erkinbek Kasybekov</i> (backstopping)	<i>Compliance with format/template based on the POPP. Definition of outputs/indicators/baseline (RRF and AWP). Gender Markers; gender specific activities and indicators. SES Screening compliance Compliance with HACT (Programme).</i>				<i>Erkinbek Kasybekov</i> 02-Mar-2020
Communications Unit <i>Ainagul</i> <i>Abdrakhmanova</i>	<i>Communication plan and Budget</i>				<i>Ainagul Abdrakhmanova</i> 04-Mar-2020
OM (Procurement, Finance, HR) <i>Saltanat Dospaeva</i>	<i>Procurement plan. Recruitment plan. Budget (GMS, TRAC, Donor funds). HACT (Finance)</i>				<i>Saltanat Dospaeva</i> 13-Mar-2020

Country: Kyrgyzstan
Annual Work Plan Year 2020 (January-December)

Project Title: “Strong and inclusive parliamentary democracy (SIPD)”

UNDAF Outcome(s): *UNDAF OUTCOME #2: By 2022, institutions at all levels are more accountable and inclusive ensuring justice, human rights, gender equality and sustainable peace for all.*

Expected CPD Outcome(s): Output 2.1. Core functions and capacity of parliament, key government institutions and local authorities strengthened for accountable, transparent and inclusive policymaking and implementation, as well as high-quality public service delivery. (SDGs 16, 5, 3)

Implementing Partner: United Nations Development Programme

Responsible Parties: Parliament, Government’s Office, Local Self Governance, Public Councils, CSOs

BRIEF DESCRIPTION

The Strong and Inclusive Parliamentary Democracy (SIPD) project is aiming at strengthening parliamentary democracy in Kyrgyzstan by making it more inclusive and centered on the needs of citizens. The project is designed and funded by the Government of Switzerland and will (1) enable the Parliament to improve oversight of the executive and provide an opportunity for citizens to be included in the process of decision- and policy-making, and (2) empower civil society actors for more effective monitoring and influencing the performance of parliamentary and state accountability institutions, allowing citizens to hold the Parliament and government accountable and benefit from a more accessible, effective and responsive government. The project has a 10-year time horizon, and the first 4-year phase was launched in May of 2017.

The total budget of the project for 2020 is USD 1,081,444.00

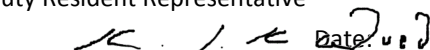
The AWP monitoring plan was cleared by M&E Officer and Gender Coordinator. Its Procurement plan was cleared by Procurement Unit, Recruitment plan was cleared by HR Unit and it has communication plan approved by CO Communications Officer.

Programme Period:	<u>2017 - 2021</u>	2020 AWP budget:	<u>USD 1,081,444.00</u>
Key Result Area (Strategic Plan):	Democratic Governance	Total resources required:	USD 1,081,444.00
Atlas Award ID:	00098320	Total allocated resources:	USD 1,081,444.00
Atlas Project ID:	00101685	Donor: Swiss Agency for Development and Cooperation	
Start Date:	1 May 2017		
End Date:	30 April 2021		
PAC Meeting Date:	28 April 2017		
Management Arrangements:	CO support to DIM		

Approved by UNDP:

Ms. Jenty Kirsch-Wood

UNDP Deputy Resident Representative

Signature:  Date: 13-Mar-2020

Strong and Inclusive Parliamentary Democracy

ANNUAL WORK PLAN YEAR 2020

EXPECTED OUTPUTS <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPO NSIBLE PARTY	PLANNED BUDGET		
		1 Qu art er	2 Qua rter	3 Quart er	4 Quar ter		Funding Source	Budget Description	Total Amount
Outcome 1: Parliament sets national strategic priorities in accordance with citizens’ needs, and oversees their implementation by government									
Output 1.1. Selected parliamentary committees have established and apply consultation mechanisms with citizens, CSOs and local councils for improved consideration of people’s interests in national policy-making <u>Baseline(s):</u> 1. The overall number of inclusive and open consultations held by Parliament is 47. 2. Selected parliamentary committees have conducted 33 coordination meetings with CSOs and public councils	Activity 1.1.1. Improvement of parliamentary consultation processes and development of innovative mechanisms for citizen’s better inclusion in the decision-making process								
	Action 1. Support the improvement of parliamentary/public hearings through introducing the changes in respective regulations, support development and introduction of the new functionalities into the electronic management system	x	x	X	x	Parliam ent/UN DP	SDC	National Expert	4,500
								IT expert	4,000
								Meeting costs	2,000
	Action 2. Conducting public awareness campaign on the new legislation and new functionalities of parliamentary/public hearing processes	x	x	x	x	Parliam ent/CS O/UND P		Media products/event s/printing products	10,000

<p>3. 6 legal acts that takes into account people's needs are in place and partially applied.</p> <p><u>Indicator(s):</u></p> <p>1. Number of inclusive and open consultations held by Parliament, along with number and diversity of citizen groups, local council representatives participating in them</p> <p>2. Number of coordination meetings initiated by the selected committees with civil society and public councils.</p> <p>3. Clear procedures for taking into account people's needs.</p> <p><u>Target(s):</u></p> <p>1. At least 60 inclusive and open consultations with number and diversity of citizen groups, local council representatives are held by the Parliament.</p> <p>2. At least 50 coordination meetings with civil society and public councils per committee per year.</p> <p>3. Clear procedures are largely applied.</p>	Action 3. Support of Open Parliament Initiative Working Group in implementation of Action Plan	X	X	X	X		SDC	Meeting costs	5,000
								National Expert	5,000
								Printing costs	6,000
	Action 4. Capacity building (trainings, seminars, workshops, conferences, round tables, informational events etc.) of the parliamentarians, parliamentary staff and civil society on parliamentary democracy, open government and relevant themes	X	X	X	X	Parliament; CSO; UNDP;	SDC	Meeting and printing costs	20,000
								Experts' fees	10,000

	<p>Action 5. Organization and facilitation of series of public dialogues between the Parliament/selected parliamentary committees and CSOs, local councils, citizens:</p> <ul style="list-style-type: none"> - a series of public dialogues at the national and regional levels dedicated to important social, economic and policy themes related to national and regional priorities, role of parliament in these processes, involvement of CSOs and citizens - public discussions/events at the national and local levels with target groups in the discussion processes of specific issues (governance, rule of law, gender groups, budget, social and economic development, youth etc.). 	x	x	x	x	Parliament; CSO; UNDP	SDC	<p>Meeting costs</p> <p>Printing costs</p> <p>Travel costs</p>	<p>18,000</p> <p>5,000</p> <p>10,000</p>
	<p>Action 6. Conduct public awareness campaign on the role of the parliament and ways for citizen's engagement with Parliament. Support activities, in line with the communications strategy of the Press Service of the Parliament responsible for implementation:</p> <ul style="list-style-type: none"> - Evaluation of the communication strategy for 2018-2020 and development of the communication strategy for 2021-2022; - Conduct public outreach seminars for regional media and journalists of Issyk Kul, Naryn and Talas regions; - Conduct national media forum focused on evaluation of the results of communication strategy, development of parliamentarism and role of media networks in parliamentarism and role of Parliament in freedom of speech; - Capacity building for staffers of Press Service through providing trainings in development of media, video materials, SMM and data visualization and management; - Produce media materials for increasing awareness of citizens about role of Parliament; 	x	x			Parliament; CSO; UNDP	SDC	<p>Meeting costs</p> <p>Travel costs</p> <p>Media costs</p> <p>National expert</p>	<p>20,000</p> <p>10,000</p> <p>20,000</p> <p>7000</p>

	Action 7. Facilitation of institutionalized dialogues and consultation mechanisms of committees with local councils, CSOs and citizens (including field monitoring sessions/meetings/visits)	x	x	x	x	Parliament; CSO; UNDP	SDC	Travel costs Meeting costs	15,000 15,000
	Action 8. Capacity building for the employees of the Apparatus of Parliament on several areas (including strategic planning, analytical writing, communications, law drafting, methodological work, etc.): <ul style="list-style-type: none"> - Development of the modules of the courses on the basis of an educational institution (Academy of Management under the President of Kyrgyzstan or OSCE Academy) with certificates and diplomas - Conducting trainings based on the elaborated modules of the courses - Development and introduction of the relevant changes into existing legislation (Parliament's Regulations, other acts) on allocation of work hours for capacity building and in-service education of the employees of the Apparatus - Advocacy efforts to implement the laws and regulations on improvement of staff capacity 	x	x	x	x	Parliament; CSO; UNDP	SDC	Meeting costs Legislation national expert Institutional contract	10,000 5,000 40,000
	Subtotal for Output 1.1:								241,500
Output 1.2: Selected parliamentary committees are enabled to effectively oversee the implementation of national strategic priorities by corresponding government agencies. Baseline(s):	Activity 1.2.1. Improvement of Parliament's oversight function on matters of formulating national strategic priorities in accordance with citizens' needs								
	Action 1. Continue support to the selected committees in amending legislation and procedures in line with developed recommendations, introduction of the new oversight law.	x	x	x	x	Parliament; CSO; UNDP	SDC	Meeting costs National expert	10,000 4,000

<p>1. Mechanisms of executive reporting to the Parliament and Committees are partially applied.</p> <p>2. 1200 inquiries and requests sent to the state executive bodies by the Parliament with no information on evidence-based approaches (special investigations, evaluation reports, other commissioned research) and no follow up information on their implementation.</p> <p>Indicator(s):</p> <p>1. Extent to which the mechanisms of executive reporting to Parliament and committees are applied;</p> <p>2. Number of inquiries and requests by factions and committees to government agencies, informed by evidence-based approaches (special investigations, evaluation reports, other commissioned research) with follow up information on their implementation.</p> <p>Target(s):</p> <p>1. Mechanisms of executive reporting to Parliament and committees are largely applied;</p> <p>2. 1500 inquiries and requests sent to the state executive bodies by the Parliament informed by evidence-based approaches (special investigations, evaluation reports, other commissioned research) with follow up information on their implementation.</p>	<p>Action 2. Continue capacity building to parliamentarians on strengthening oversight roles of the Parliament with application of the recommendations from the International seminar, relevant international experiences, with emphasis on the adoption of these recommendation into regular basis procedures;</p>	x	x	x	x	Parliament; CSO; UNDP	SDC	Institutional contract	50,000
	<p>Action 3. Introduction of the operationalization of standard oversight procedures and tools:</p> <ul style="list-style-type: none"> - continue a working group for analysis of existing internal legislation regulating parliamentary hour and day, question times, hearings, budget scrutiny, parliamentary investigations, prerequisite expertise etc.; - introduction of the amendments aimed at improving oversight procedures focusing on enhancing responsibility for citizen's engagement (including regulation on monitoring of the implementation of laws, legal acts etc.); - Conduct workshops/seminars for parliamentarians, parliamentary staffers on the new oversight toolkit, new procedures based on the amendments. 	x	x	x	x	Parliament; CSO; UNDP	SDC		
	<p>Action 4. Development of trainings for parliamentary staffers on the new system for monitoring and evaluation concept and methodology for:</p> <ul style="list-style-type: none"> - Evaluation of the relevant legislations; - Implementation of the national strategic programmes; - Sectoral programmes; 	x	x	x	x	Parliament; CSO; UNDP	SDC	Institutional Contract	35,000
								Printing costs	3,000

	<p>Action 5. Support activities/initiatives of Parliament (particularly selected committees) through Parliamentary SDG Working Group in:</p> <ul style="list-style-type: none"> - in monitoring and oversight of the activities of executive body on meeting SDG indicators; - development of national report on monitoring of SDG by Parliament; - Support other activities of SDG WG (field visits, public hearing to local self-governments) in line with project goals. 	x	x	x	x	Parliament; CSO; UNDP	SDC	<p>National Expert</p> <p>Meeting costs</p> <p>Travel costs</p>	<p>8,000</p> <p>8,000</p> <p>10, 000</p>
	<p>Action 6. Support further implementations of the recommendations from the roadmap on gender sensitivity of the Parliament in partnership with Parliament (developed in consultation with different stakeholders, including MPs and women organizations) through providing expert and organizational work including but not limited to: Gender analysis of the Rule of Procedures of the Jokorku Kenesh; Gender analysis of the business processes, internal regulations, functions within the jurisdictional committees and the departments of the JK apparatus; Review of the Gender Analysis practice of the draft laws and elaboration of recommendations for improvement;</p>	x	x	x	x	Parliament; CSO; UNDP	SDC	Institutional contract	30,000
	<p>Action 7. Continue support in development of the amendments based on the workplace gender harassment policy together with MPs and civil society representatives (as a part of the roadmap on gender sensitivity)</p>	x	x	x	x	Parliament; CSO; UNDP	SDC	<p>Meeting costs</p> <p>Institutional contract</p> <p>Advocacy/media costs</p>	<p>5,000</p> <p>15,000</p> <p>6,000</p>
	<p>Action 8. Conduct 1 project interim/omnibus surveys</p>		x			Parliament; CSO; UNDP	SDC	Institutional contract	6,500

Activity 1.2.2. Increase openness of Parliament’s budget and inter-budgetary processes with wider inclusion of local councils, CSOs and PCs									
							Institutional contract	50, 000	
Action 1. Develop an assessment of budgets in various areas identified together with the B&F Committee for preliminary presentation to the public before parliamentary hearings	x	x	x	x	Parliament; CSO; UNDP	SDC			
Action 2. Organizing discussions and consultation with the general public on issues related to the state budget expenditures (with participation of members of the Committee on Budget and Finance, as well as without the Committee’s participation) – at least 3 discussions			x	x	Parliament; CSO; UNDP	SDC			
Action 3. Conduct day-to-day trainings to parliamentary staff on budget process and relevant themes.	x	x	x	x	Parliament; CSO; UNDP	SDC	Media and printing costs	30, 000	
Action 4. Information campaign to educate the general public about main budget procedures, processes and decisions			x	x	Parliament; CSO; UNDP	SDC			
Action 5. Elaborate set of simple tools (memo/short guidelines) for citizens to better understand budgeting processes, and how to monitor effectiveness of budget execution for specific area		x	x	x	Parliament; CSO; UNDP	SDC			
Action 6. Capacity building and CSOs on budget issues to increase their understanding of budget process		x	x	x	Parliament; CSO; UNDP	SDC			

	Action 7. Support in holding parliamentary hearings on 2021 public budgets which take into accounts citizens’ needs and Parliament’s recommendations with participation of CSOs, Union of LSGs and Public Councils (at least 5 public/parliamentary hearings)			x	x	Parliament; CSO; UNDP	SDC		
	Action 8. Support to Budget and Finance Committee in development of effective Budget Resolution with engagement of wide range public	x	x	x	x	Parliament; CSO; UNDP	SDC	National expert	8,000
		x	x	x	x	Parliament; CSO; UNDP	SDC		
Subtotal for Output 1.2:									278,500
Outcome 2. Civil society actors promote active citizenship and effectively influence political processes to better serve the needs and priorities of the country's citizens									
Output 2.1. The Civic Action Fund (CAF) has enabled a diverse range of original domestic civil society initiatives aimed at influencing political processes and promoting civic education Baseline(s): 3. Lack of actions of civil society aimed at influencing political processes as the result of CAF 4. Range of lawful instruments used by civil society actors include only written petitions, letters of requests, comments to draft laws with no follow up information on their implementation. 5. 38 civil society organizations representing vulnerable groups (women, youth, minorities, people with disabilities, etc.) collaborate with the Parliament on ad-hoc basis. Indicators:	Activity 2.1.1. Support the Civic Action Fund (CAF) to influence political processes and promote civic education								
	Action 1. Working meetings on discussion of the lessons learned and priorities and collaboration opportunities with CSOs;	X	X	X	X	Parliament; CSO; UNDP	SDC	Meeting costs	5,000
	Action 2. Capacity building activities for CSOs at the national and local levels on monitoring and evaluation, reporting and strategic planning for ensuring sustainability of project products.	x	x	x	x			Training costs, expert costs, meeting costs	10,000
	Activity 2.1.2 Cooperation grants to CSOs (including ad-hoc initiatives)								
	Action 1. Cooperation grants (continuation in third year)	x	x	x	x	Parliament; CSO; UNDP	SDC	Low value grants	115, 000

<p>1. Number of successful actions aimed at influencing political processes as a result of CAF</p> <p>2. To what extent is the range of lawful instruments used by civil society actors widened (such as strategic litigation, petitioning, freedom of information requests) to hold the state entities to account.</p> <p>3. Increased number of civil society actors, targeted by the project and representing vulnerable groups (women, youth, minorities, people with disabilities, etc.) that systematically collaborate with the Parliament</p> <p>Targets:</p> <p>1. At least 17 successful actions aimed at influencing political processes as a result of CAF</p> <p>2. Range of lawful instruments used by civil society actors are widened to strategic litigation, freedom of information requests, e-petitions with follow up information on their implementation.</p> <p>3. 45 organizations targeted by the project and representing vulnerable groups (women, youth, minorities, people with disabilities, etc.) collaborate with the Parliament systematically via launch of a Coordination platform</p>	Action 2. M&E of the results of closed-out projects	x	x	x	x	Parliament; CSO; UNDP	SDC	National Expert	2,500
	Action 3. Support of ad-hoc initiatives from civil society based on the effective results from 2019							Low value grants	141,500
	Action 4. Supporting the management of CAF grants and capacity building of grantees (M&E, report and proposal's writing, etc.)	x	x	x	x	Parliament; CSO; UNDP	SDC	National expert/Grant Manager	18,000
Activity 2.1.3. A number of civil society organization coordinate their work and collaborate with Parliament systematically via Coordination platform									

	Action 1. Support establishment of the Coordination platform of CSOs working with Parliament as a platform for systematic collaboration between wide range of CSOs and the legislative body.	X	x	x	x	Parliament; CSO; UNDP	SDC	Meeting costs	10,000
								Media products	5,000
								Printing costs	3,390
								Expert support/fees	3,000
Output 2.2. Public Councils effectively monitor and evaluate government performance, jointly with CSOs and Parliament Baseline(s): 1.16 out of 35 public councils deploy monitoring and evaluation systems focused on performance of state institutions 2.Only Committee on Constitutional Legislation, State Structure, Judicial and Legal Issues and Regulations used and referenced the Public Councils' information on government operations twice. Indicators: 1.Share of Public Councils, which deploy monitoring and evaluation systems focused on performance of state institutions 2.Number of instances when parliamentary committees use and reference the Public Councils' information on government operations Targets: 1. +10% from the baseline 2. At least 3 per committee per year	Activity 2.2.1. Technical support to Public Councils to enhance collaboration and exchange with parliamentary committees on monitoring and evaluation systems to track government performance								
	Action 1. Support to the Coordination Council of PC's in finalization of the Strategic Plan of the PC's for 2019-2020 regarding its collaboration with the Parliament	x	x	x	x	Parliament; CSO; UNDP	SDC	National Expert	10,000
	Action 2. Support initiatives of PC's Coordination Council further application of the developed methodology among PCs, in collaboration with the ministries, state agencies, Parliament, CSO's and local councils	x	x	x	x	Parliament; CSO; UNDP	SDC		Meeting costs 12,000
	Action 3. Support public dialogues of PCs with parliament on the performance and evaluation of Executive institutions	x	x	x	x	Parliament; CSO; UNDP	SDC		Printing costs 3,000
	Action 4. Study visit for selected CSO members of Open Parliament Initiative, CAF grantee reps with outstanding potential, selected parliamentary staffers to explore legal, technical and behavioural frameworks for citizen inclusion in parliamentary decision-making processes	x	x			Parliament; CSO; UNDP	SDC	Travel cost for national partners	25,000
								Travel cost for project staff (international and local trips)	11,225
	Total for Output 2								374,615

x								
Management and Administrative cost	Programme Officer (12 months, 10%)							4,680
	Programme Associate (12 months, 10%)							3,436
	Chief Technical Advisor (12 months, 20%)							48,927
	Project Coordinator (SC10, 11 months, 100%)							38,217
	Project Specialist (SC7, 12 months, 100%)	x	x	x	x	UNDP	SDC	18,633
	Project Assistant (SC5, 12 months, 100%)							16,755
	Administrative/Finance Assistant (SC5, 12 months, 100%)							16,614
	Local Audit Fee	x	x			UNDP	SDC	14,697
	Office rent/Office maintenance (utilities, cleaning)	x	x	x	x	UNDP	SDC	13,800
	Communications (Internet, land/mobile)	x	x	x	x	UNDP	SDC	1,560
	Office supplies/IT equipment maintenance/vehicle/fuel maintenance	x	x	x	x	UNDP	SDC	4,200
	Security costs	x	x	x	x	UNDP	SDC	5,310
Total Management and Administrative cost:								186,829
TOTAL AWP 2020:								<u>1,081, 444</u>

UNDP in Kyrgyz Republic
Joint Work Plan of UNDP programmes
on gender mainstreaming in 2020

TITLE OF PROJECT: “Strong and Inclusive Parliamentary Democracy”

Expected Products	Key Activities	Quarters				Source of funding	Budget
		I	II	III	IV		
I. Gender-specific activities of the project (gender studies, gender trainings, gender advocacy campaigns)							
Activity 1.1.1. (Output 1.1.) Improvement of parliamentary consultation processes and development of innovative mechanisms for citizen’s better inclusion in the decision-making process	Action 6. Support further implementations of the recommendations from the roadmap on gender sensitivity of the Parliament in partnership with Parliament (developed in consultation with different stakeholders, including MPs and women organizations)	x	x	x	x	SDC	25, 000
Activity 1.2.1. (Output 1.2.) Improvement of Parliament’s oversight function on matters of formulating national strategic priorities in accordance with citizens’ needs	Action 7. Continue support in development of the amendments based on the workplace gender harassment policy together with MPs and civil society representatives (as a part of the roadmap on gender sensitivity)	x	x	x	x	SDC	26,000
II. Capacity-building activities, which includes gender dimension (integration of gender perspectives in the TORs, reports and indicators, the inclusion of gender sessions in the agenda, gender balance in the composition of participants, etc.)							
Activity 1.2.1. (Output 1.2.) Improvement of Parliament’s oversight function on matters of formulating national strategic priorities in accordance with citizens’ needs	Ensuring inclusion of gender sensitivity of the survey content and aggregation of the gender focused data through interim/omnibus surveys	x		x		SDC	15, 000
	Capacity building for the employees of the Apparatus of Parliament on several areas (including strategic planning, analytical writing, communications, law drafting, methodological work, etc.)		x	x		SDC	49,000
	Capacity building (trainings, seminars, workshops etc.) of the parliamentarians and civil society on Open Parliament Initiative and OGP	x	x	x		SDC	20, 000
Activity 1.2.2. (Output 1.2.) Increase openness of Parliament’s budget and inter-budgetary processes with wider inclusion of local councils, CSOs and PCs	Ensuring gender inclusivity in the informational campaign for increasing awareness of public about state budgetary processes.	x	x	x	x	SDC	20 000
Activity 2.1.1. (Output 2.1) Support the Civic Action Fund (CAF) to influence political processes and promote civic education	Promoting and integrating gender sensitivity to project proposals, monitoring plan and overall activities of the grantees of CAF Cooperation and Project Grants aimed at fostering democratic governance, civic education, inclusiveness of the parliament, effective exercise of its oversight functions including other ad-hoc initiatives.	x	x	x	x	SDC	280, 000

Expected Products	Key Activities	Quarters				Source of funding	Budget
		I	II	III	IV		
	M&E of closed out CAF project initiatives with ensuring gender inclusion	x	x			SDC	2500
Activity 2.2.2. (Output 2.2.) Public Councils effectively monitor and evaluate government performance, jointly with CSOs and Parliament;	Allocate time in the agenda for gender specified policies and practices for parliamentarians and CSO leaders as part of the study visit on parliamentary democracy (hosting country to be determined)			x	x	SDC	25,000
III. Development of analytical, strategic and legal documents, which includes gender dimension (Integration of gender perspectives in the TORs of experts, the conclusions and recommendations, gender disaggregated indicators, etc.)							
Activity 1.2.1. (Output 1.2.) Improvement of Parliament's oversight function on matters of formulating national strategic priorities in accordance with citizens' needs	Including gender dimension in the relevant sections of the analytical reports on development of the system for monitoring and evaluation of the parliament's decisions (laws, decisions, orders, etc.)	x	x	x	x	SDC	\$ 20,000
Activity 2.1.1. (Output 2.1.) Support the Civic Action Fund (CAF) to influence political processes and promote civic education	CAF grants manager will ensure inclusion of gender dimension in the monitoring plans, programmatic report and gender mainstreaming in the activities and overall impact of the initiatives of CAF grantees.	x	x	x	x	SDC	18,000
Activity 2.2.1. (Output 2.2.) Technical support to Public Councils to enhance collaboration and exchange with parliamentary committees on monitoring and evaluation systems to track government performance	Gender dimension will be coordinated by the project during the development of action plan and implementation of the gender responsive Strategic Plan of the Public Councils for 2019-2020 dwelling on its collaboration with the Parliament	x	x	x	x	SDC	7,600
IV. Gender mainstreaming in actions for the implementation of pilot projects. (Integration of gender perspectives: (i) in TOR activities and experts; (ii) gender balance in the composition of the beneficiaries, actors involved discussions, decision-making bodies; (iii) the reports and indicators, etc.)							
Activity 1.1.1. (Output 1.1) Improvement of parliamentary consultation processes and development of innovative mechanisms for citizen's better inclusion in the decision-making process	Encouraging and ensuring gender balanced representation in supporting improvement of parliamentary/public hearings through gender responsive regulations, functionalities in the electronic management system, and conducting public awareness campaign	x	x	x	x	SDC	15, 000

Expected Products	Key Activities	Quarters				Source of funding	Budget
		I	II	III	IV		
Activity 2.2.1. (Output 2.2.) Technical support to Public Councils to enhance collaboration and exchange with parliamentary committees on monitoring and evaluation systems to track government performance	Ensuring gender sensitive composition and gender theme inclusion in the agenda of the study visit for selected CSO members of Open Parliament Initiative, CAF grantee reps with outstanding potential, selected parliamentary staffers to explore legal, technical and behavioural frameworks for citizen inclusion in parliamentary decision-making processes			x	x	SDC	32, 000
TOTAL budget for gender							\$ 555,100
Total budget for the project							\$ <u>1,081,444</u>
% for gender							51,3

Communications Plan

Project title: Strong and inclusive parliamentary democracy (SIPD)

Dates: January – December 2020

Geographic area: Kyrgyzstan

Project description: The Strong and Inclusive Parliamentary Democracy (SIPD) project is aiming at strengthening parliamentary democracy in Kyrgyzstan by making it more inclusive and centered on the needs of citizens. The project is designed and funded by the Government of Switzerland and will (1) enable the Parliament to improve oversight of the executive and provide an opportunity for citizens to be included in the process of decision- and policy-making, and (2) empower civil society actors for more effective monitoring and influencing the performance of parliamentary and state accountability institutions, allowing citizens to hold the Parliament and government accountable and benefit from a more accessible, effective and responsive government. The project has a 10-year time horizon, and the first 4-year phase has been launched in February of 2017.

Partners and stakeholders: Parliament, Parliament Apparatus, Public Councils, CSOs

Beneficiaries: Citizens, civil society, parliamentarians, parliament staffers, public councils, local self-government

Communications context: In 2019 SIPD supported implementation of the communication strategy, seminars and outreach to regional journalists, support of the club of parliamentarism journalists and technical trainings for staffers of Parliament's Press Service for enhancing the capacity of Press Service in implementation of the better outreach Parliament as a national institution. In 2020, communication strategy will be completed with implementation of series of activities aimed at further strengthening the capacity of the Press Service of Parliament in further building the outreach of the Parliament, informing citizens on the work of Parliament and progress of Parliamentarism principles through enhancing coherent and systematic work with national and regional media outlets. Within 2019, Parliament adopted series of new mechanisms aimed at improving inclusivity, openness and transparency of Parliament's work and creating more platforms for information sharing with civic

society and citizens on legislative activities of Parliament. However, many of such mechanisms and nuances require more media engagement and elaboration to citizens through media. Thus, engagement of project on communication matters is critical.

Key Messages:

- 1) Parliament is a body elected by the population and shall serve its needs;
- 2) Citizens do and shall have effective mechanisms to engage and influence the decision of the Parliament;
- 3) Parliament must be transparent, open and inclusive to the needs of the electorate;
- 4) Homegrown approach - MPs, experts, civil society activists and the public at large are the ones supporting Project's public outreach activities will aim at securing due recognition to the project and its donor, along with keeping a low profile and positioning reform efforts as coming from the inside.

COMMUNICATIONS (ACTION) PLAN FOR 2020:

No	Communication Objective	Responsibility	Time	Target audiences	Resources	Expected Outcome
Outcome 1. Parliament sets national strategic priorities in accordance with citizens' needs, and oversees their implementation by government						
1	Conducting public awareness campaign on the new legislation and new functionalities of parliamentary/public hearing processes	SIPD project team/ Fees for media production company and printing company	February – December 2020	Public, civil society, expert community, Parliament, state authorities	USD 10,000	At least 2 video spots, at least 2 information materials (news, articles, information brochures)
2	Develop informational materials for the seminars of the Open Parliament Initiative WG within the framework of OPI Action Plan	SIPD project team, Expert to support Parliamentary working group on Open Parliament Initiative/	February – December 2020	Public, civil society, expert community, Parliament, MPs, state authorities	USD 6,000	Informational materials

		Fees for journalist and printed media				
3	Organization and facilitation of series of public dialogues between the Parliament/selected parliamentary committees and CSOs, local councils	SIPD project team/ targeted committee staffers	February - December 2020	Public, civil society, expert community, Parliament, MPs, state authorities	USD 3000	Informational materials
4	Conduct public awareness campaign on the role of the parliament and ways for citizen's engagement with Parliament. Activities, including the campaign, will be conducted in accordance with the developed communications strategy and plan with the Press Service of the Parliament	SIPD project team/ video production company fees, television crew fees, fees for journalist and news agencies, printing costs	February – December 2020	Media outlets, civil society, youth, media and expert communities, state authorities	USD 20,000	At least 2 radio podcasts, at least 4 video spots for TV and social media, TV special reportage, analytical articles, involving MPs, citizens and women associations, press-conference with Press-Service on newly adopted Communication Strategy and Plan
5	Continue support in development of the amendments based on the workplace gender harassment policy together with MPs and civil society representatives (as a part of the roadmap on gender sensitivity)	SIPD project team, vendor organization, video production, articles, printing costs	February – December 2020	Public, civil society, expert community, Parliament, MPs, state authorities	USD 6,000	At least 2 video spots for UNDP and Jogorku Kenesh social media and TV, information materials (articles) published in news agencies,
6	Information campaign to educate the general public about main budget procedures, processes and decisions	SIPD project team, vendor organization, video production, articles, printing costs	April – December 2020	Public, civil society, expert community, Parliament, MPs, state authorities	USD 20,000	At least 2 video spots for UNDP and Jogorku Kenesh social media and TV, information

7	Develop and print SIPD project visibility materials	SIPD project team. Communications specialist/ Printing company fees	February – December 2019	Public, civil society organizations, Parliament, public councils, state authorities	USD 3,000	Pens, profiles (brochure/ booklet), notebooks
Outcome 2: Civil society actors effectively influence and monitor parliamentary and government institutions to orient their activities along the needs of all people in Kyrgyzstan.						
8	Support to the Coordination platform of CSOs working with Parliament in establishment of systematic collaboration between wide range of CSOs and the legislative body	SIPD project team/ Video production company fees, fees for journalist and news agencies	February – December 2019	Civil society organizations representing vulnerable groups (women, youth, minorities, people with disabilities, etc.), Parliament	USD 8,390	At least 5 video spots, information materials published in social media and news agencies
TOTAL					USD 76,390	

**Monitoring Schedule Plan for
Strong and Inclusive Parliamentary Democracy 2020**

Monitoring Action (indicate which one: annual review, annual work plan, audit, monitoring visit, donor report, evaluation, workshop, special publication, etc)	Due date	Budget (Amount USD)	Description (description of the purpose of monitoring action)	Comments (provide further details and update about the status)	Date completed (actual completion date)	Responsibility (name of the person responsible for the action)
Annual work plan 2020	Q1	N/A	Submitted for revision of donors	SIPD Annual Work Plan for 2020 was developed and submitted for revision of donors. AWP 2020 is expected to be finalized within January 2020	January, 2020	Policy Advisor/Project Coordinator
Steering Committee meeting	January, 2020	TBD	Stakeholder coordination, evaluation of yearly progress, determination of the main focus for the upcoming year	Annual Regular meeting of the SIPD Steering Committee co-chaired by donor and Parliament will reflect on the results of accomplishments in 2019 and formulate directions for 2020.	January, 2020	Policy Advisor/Project Coordinator
Thematically Targeted Review	January 21, 2020	15, 500	Thematically Targeted Review will analyze overall challenges of the projects and opportunities for enhancing its impact based on specific themes	Results of review will be used for designing of the activities within AWP 2020	January, 2020	Review Consultant/Policy Advisor/Project Coordinator

Overall Civic Action Funds Progress Report (analysis based on monitoring of all the project grants and cooperation grants)	Q1	TBD	Progress Report reflected half-year monitoring results submitted to SIPD	Mid-term Progress Report will be prepared by grant manager to reflect and summarize intermittent progress and impact of Civic Action Fund initiatives.	February, 2020	Policy Advisor/Project Coordinator/Grant Manager
Final Monitoring Report on 7 Project Grants (Closure)	Q1	TBD	Closing monitoring report on finalized project grants submitted to SIPD	Grant expert will develop Final Monitoring Report for 7 project grants that are finalizing their activities.	February, 2020	Policy Advisor/Project Coordinator/Grant Manager
Half Year Project Progress Report	Q3	N/A	Submitted for the consideration of donors	Based on the half year activities and accomplishments together with national partners, experts, CSO – SIPD will prepare Half-Year Progress Report for informing partners as well.	July, 2020	Policy Advisor/Project Coordinator/CTA/Project Specialist
Nationwide survey	Q3	6, 500	Results of survey and report on survey from consulting company submitted to SIPD	SIPD will launch nationwide survey assessing the overall impact of the project on the end-user citizens and civic society	July, 2020	Policy Advisor/Project Coordinator/Project Specialist
Final Evaluation of Phase I of the project	May – June 2020	12, 000	Final evaluation of the project Phase I implemented throughout 2017-2020.	The results of the evaluation report will be used to launch the design of Phase II	July, 2020	Policy Advisor/Project Coordinator/Project Specialist
Annual Report 2020	Q4	N/A	Annual progress report submitted to donors and CO	Project will develop Annual Report reflecting annual results on the level of outcomes and	January, 2021	Policy Advisor/Project Coordinator/Project Specialist

				outputs for informing CO and donors on the annual progress.		
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