

**United Nations Development Programme**  
**Country: Kyrgyzstan**  
**Annual Work Plan Year 2019 (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

**National Partners:** 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 will be launched in May of 2017.

**The total budget of the project for 2019 is USD 1,374,658.00**

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:	<b><u>2017 - 2021</u></b>	<b>2019 AWP budget:</b>	<b><u>USD 1,374,658.00</u></b>
Key Result Area (Strategic Plan):	Democratic Governance	Total resources required:	USD 1,374,658.00
Atlas Award ID:	00098320	Total allocated resources:	USD 1,374,658.00
Atlas Project ID:	00101685	Donor:	<b>Swiss Agency for Development and Cooperation</b>
Start Date:	1 May 2017		
End Date:	30 April 2021		
PAC Meeting Date:	28 April 2017		
Management Arrangements:	CO support to NIM		

Approved by UNDP:

Ms. Aliona Niculita

UNDP Resident Representative, a.i.

Signature: \_\_\_\_\_ Date: 15 FEB 2019

ANNUAL WORK PLAN YEAR 2019

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 Q u a r t e r	2 Q u a r t e r	3 Q u a r t e r	4 Q u a r t e r		Funding Source	Budget Description	Total Amount
<b>Outcome 1: Parliament sets national strategic priorities in accordance with citizens' needs, and oversees their implementation by government</b>									
<b>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</b>  <b>Baseline(s):</b> 1. The overall number of inclusive and open consultations held by Parliament is 47.	<b>Activity 1.1.1. Improvement of parliamentary consultation processes and development of innovative mechanisms for citizen's better inclusion in the decision-making process</b>  Action 1.1.1.1.a. Supporting improvement of parliamentary/public hearings through making changes in respective regulations, adding functionalities in the electronic management system, and conducting public awareness campaign	x	x	x	x	Parliament; CSO; UNDP	SDC	National expert	4,000
								IT expert	3,000
								Meeting costs	2,000
								Media/printing products	6,000

<p>2. Selected parliamentary committees have conducted 33 coordination meetings with CSOs and public councils</p> <p>3. 6 legal acts that takes into account people's needs are in place and partially applied.</p> <p><b>Indicator(s):</b></p> <ol style="list-style-type: none"> <li>1. Number of inclusive and open consultations held by Parliament, along with number and diversity of citizen groups, local council representatives participating in them</li> <li>2. Number of coordination meetings initiated by the selected committees with civil society and public councils.</li> <li>3. Clear procedures for taking into account people's needs.</li> </ol> <p><b>Target(s):</b></p> <ol style="list-style-type: none"> <li>1. At least 60 inclusive and open consultations with number and diversity of citizen groups, local council representatives are held by the Parliament.</li> </ol>	<p>Action 1.1.1.b. Assistance in development and implementation of the Open Parliament Initiative Action Plan within the framework of the OGP Initiative to improve Parliament's consultation/interaction mechanisms with citizens and develop new mechanisms for citizens inclusion into the decision-making process:</p> <p>Action 1.1.1.c. Capacity building of the parliamentarians and civil society on Open Parliament Initiative and OGP (trainings/seminars/discussions, etc)</p> <p>Action 1.1.1.d. Coordination/discussion/co-creation meetings of the parliamentary group with civil society on finalizing the Open Parliament Initiative Action Plan</p> <p>Action 1.1.1.e. Organization of the exchange between Kyrgyz Parliament and civil society with foreign counterparts on the international practices of promoting Open Parliament Initiative</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p>Parliament; CSO; UNDP;</p>	<p>SDC</p>	<p>Meeting costs Experts' fees Travel costs Meeting costs National expert Meeting costs Travel costs Expert fees Printing/media costs</p>	<p>4,000 3,000 3,000 7,500 5,000 5,000 10,500 1,500 3,000</p>
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<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>	<p>Action 1.1.1.f. Parliamentary/public discussions of the proposed legislative acts that aim to introduce petitions mechanism to foster citizen's participation in decision-making process</p> <p>Action 1.1.1.g. Development of petitions mechanisms and guidelines (development of the road map for enforcement of petition mechanism, ICT mechanism, development of the soft)</p> <p>Action 1.1.1.h. Capacity building for MPs, apparatus employees, CSOs on new e-petition system (including formal launch event)</p> <p>Action 1.1.1.i. Nationwide media/public awareness campaign to inform public about the new petition system</p> <p>Action 1.1.1.j. Continuation of parliamentary/public discussions on developed format of the parliamentary message to the government on strategic directions for national and sectoral development (including proposed changes into the legislative acts)</p>	<p>x</p> <p>x</p> <p>x</p> <p>x</p> <p>x</p> <p>x</p>	<p>x</p> <p>x</p> <p>x</p> <p>x</p> <p>x</p> <p>x</p>	<p>x</p> <p>x</p> <p>x</p> <p>x</p> <p>x</p> <p>x</p>	<p>x</p> <p>x</p> <p>x</p> <p>x</p> <p>x</p> <p>x</p>	<p>Parliament; CSO; UNDP</p> <p>Parliament; CSO UNDP</p>	<p>SDC</p> <p>SDC</p>	<p>Meeting/printing costs</p> <p>ICT mechanism/ Institutional contract</p> <p>International expert</p> <p>Meeting costs</p> <p>Media costs</p> <p>Meeting costs</p>	<p>5,000</p> <p>20,000</p> <p>18,000</p> <p>5,000</p> <p>15,000</p> <p>5,000</p>
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	<p>Action 1.1.1.k. 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"> <li>- a series of public dialogues at the national level dedicated to important topics related to national strategic priorities, role of parliament in these processes, involvement of CSOs and citizens</li> <li>- public discussions/events at the national and local levels with target groups in the discussion processes of specific issues (local governance, gender groups, youth).</li> </ul>	x	x	x	x	x	x	Parliament; CSO; UNDP	SDC	Meeting costs Printing costs Travel costs	12,000 3,000 5,000
	<p>Action 1.1.1.l. Development and printing of project visibility materials</p>	x	x	x	x	x	x	Parliament; CSO; UNDP	SDC	Printing costs	3,000
	<p>Action 1.1.1.m. 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 responsible for implementation:</p> <ul style="list-style-type: none"> <li>- Engage media networks;</li> <li>- Conduct public outreach seminars in the regions (for CSOs, local councils' press –officers on engagement with the Parliament);</li> <li>- Produce TV, radio and video spots, analytical articles, involving MPs, citizens and women associations;</li> </ul>	x	x	x	x	x	x	Parliament; CSO; UNDP	SDC	Meeting costs Travel costs Media costs	8,000 5,000 20,000
	<p>Action 1.1.1.n. Facilitation of institutionalized dialogues and consultation mechanisms of committees with local councils, CSOs and citizens (including field monitoring sessions/meetings/visits)</p>	x	x	x	x	x	x	Parliament; CSO; UNDP	SDC	Travel costs Meeting costs	10,000 15,000

	<p>Action 1.1.1.o. Capacity building for the employees of the Apparatus of Parliament on a number of areas (including strategic planning, analytical writing, communications, law drafting, methodological work, etc.):</p> <ul style="list-style-type: none"> <li>- Assessment of needs of the Parliament Apparatus employees and development of the modules for courses</li> <li>- Development of the 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</li> <li>- Courses on the basis of an educational institution (Academy of Management under the President of Kyrgyzstan, AUCA, OSCE Academy, University of Central Asia) with certificates and diplomas</li> <li>- Possible internships in parliaments of other countries for the best graduates</li> </ul>	x	x	x	x	x	Parliament; CSO; UNDP	SDC	<p>Assessment national expert 5,000</p> <p>Legislation national expert 3,000</p> <p>Meeting costs 10,000</p> <p>Experts/instructors fees 8,000</p>
		<b>Subtotal for Output 1.1:</b>							<b>232,500</b>
<p><b>Output 1.2: Selected parliamentary committees are enabled to effectively oversee the implementation of national strategic priorities by corresponding government agencies.</b></p> <p><b>Baseline(s):</b></p> <ol style="list-style-type: none"> <li>1. Mechanisms of executive reporting to the Parliament and Committees are partially applied.</li> <li>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</li> </ol>	<p><b>Activity 1.2.1. Improvement of Parliament's oversight function on matters of formulating national strategic priorities in accordance with citizens' needs</b></p> <p>Action 1.2.1.a. Assist selected committees in amending legislation and procedures in line with developed recommendations and international best practices on exercising oversight on matters of formulating national strategic priorities in accordance with citizens' needs (expert support, parliamentary hearings)</p> <p>Action 1.2.1.b. Conduct 2 project interim/omnibus surveys</p>	x	x	x	x	x	Parliament; CSO; UNDP	SDC	15,000
		x	x	x	x	x	Parliament; CSO; UNDP	SDC	15,000

<p>research) and no follow up information on their implementation.</p> <p><b>Indicator(s):</b></p> <ol style="list-style-type: none"> <li>Extent to which the mechanisms of executive reporting to Parliament and committees are applied;</li> <li>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.</li> </ol> <p><b>Target(s):</b></p> <ol style="list-style-type: none"> <li>Mechanisms of executive reporting to Parliament and committees are largely applied;</li> <li>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.</li> </ol>	<p>Action 1.2.1.c. Assist in implementing Action Points of the roadmap on gender sensitivity of the Parliament (developed in consultation with different stakeholders, including MPs and women organizations)</p>	x	x	x	x	x	Parliament; CSO; UNDP	SDC	Institutional contract	13,000
	<p>Action 1.2.1.d. Development of 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	x	Parliament; CSO; UNDP	SDC	Meeting costs National expert Advocacy/media costs	5,000 5,000 4,000
	<p>Action 1.2.1.e. Capacity building to parliamentarians on oversight roles of the Parliament, good practices of parliamentary activities and relevant international experiences, with emphasis on the following application of acquired skills and knowledge in practical context;</p>	x	x	x	x	x	Parliament; CSO; UNDP	SDC	Institutional contract	13,000
<p>Action 1.2.1.f. Development and operationalization of standard oversight procedures and tools:</p> <ul style="list-style-type: none"> <li>creating a working group for analysis of existing internal legislation regulating parliamentary hour and day, question times, hearings, budget scrutiny, parliamentary investigations, prerequisite expertise etc.;</li> <li>drafting 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.);</li> <li>public discussions;</li> <li>parliamentary hearings;</li> <li>printing of amendments.</li> </ul>	x	x	x	x	x	Parliament; CSO; UNDP	SDC	National expert Meeting costs Printing costs	5,000 3,700 500	

Action 1.2.1.g. Two-day International Conference on Parliamentary Oversight in cooperation with Inter-Parliamentary Union (IPU)	x	x	x	x	Parliament; CSO; UNDP	SDC	Meeting costs	18,500
Action 1.2.1.h. Development of the system for monitoring and evaluation of the parliament's decisions (laws, decisions, orders, etc.)	x	x	x	x	Parliament; CSO; UNDP	SDC	Institutional Contract	13,000
							Meeting costs	5,000
							Printing costs	2,000
<b>Activity 1.2.2. Increase openness of Parliament's budget and inter-budgetary processes with wider inclusion of local councils, CSOs and PCs</b>								
Action 1.2.2.a. Support in establishing the analytical group to improve budget legislation to improve budget's transparency and predictability	x	x	x	x	Parliament; CSO; UNDP	SDC	Institutional contract	18,000
Action 1.2.2.b. Support to Budget and Finance Committee in improving the procedures of formation of Budget Resolution considering the experience of 2018	x	x	x	x	Parliament; CSO; UNDP	SDC	National expert	4,000
Action 1.2.2.c. Support in forming the Budget Resolution for 2020 with involvement of wide public	x	x	x	x	Parliament; CSO; UNDP	SDC	National expert	3,000
Action 1.2.2.d. Conduct day-to-day trainings to parliamentarians and staff on novelties of the newly adopted Budget Code and on their proper application	x	x	x	x	Parliament; CSO; UNDP	SDC	Meeting costs Printing costs Expert fees	10,000
Action 1.2.2.e. 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	x	Parliament; CSO; UNDP	SDC	Meeting costs Printing costs	5,000



	<p>Action 1.2.2.f. Capacity building of general public and CSOs on budget issues to increase their understanding of budget process</p> <p>Action 1.2.2.g. Support in holding parliamentary hearings on 2020 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)</p> <p>Action 1.2.2.h. Develop an assessment of budgets in various areas (sectoral-based, for instance: energy sector, loans and grants, transportation, etc) for preliminary presentation to the public before parliamentary hearings</p> <p>Action 1.2.2.i. Discussion with the general public on issues related to budget expenditures (with participation of members of the Committee on Budget and Finance, as well as without the Committee's participation) – at least 5 discussions</p> <p>Action 1.2.2.j. Information campaign to educate the general public about main budget procedures, processes and decisions</p> <p>Action 1.2.2.k. International and national expertise on promotion of the role of Parliament in nationalization of SDGs and learning best practices of implementation of oversight functions.</p> <p>Action 1.2.2.l. Project Progress Analysis</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p>Parliament; CSO; UNDP</p> <p>Parliament; CSO; UNDP</p> <p>Parliament; CSO; UNDP</p> <p>Parliament; CSO; UNDP</p> <p>Parliament; CSO; UNDP</p> <p>Parliament; CSO; UNDP</p> <p>Parliament; CSO; UNDP</p>	<p>SDC</p> <p>SDC</p> <p>SDC</p> <p>SDC</p> <p>SDC</p> <p>SDC</p> <p>SDC</p>	<p>Meeting costs Printing costs Expert costs</p> <p>Meeting costs Printing costs</p> <p>Institutional contract</p> <p>Meeting costs Expert fees</p> <p>Media products</p> <p>Meeting costs Expert fees</p> <p>International expert</p>	<p>3,500 4,000 10,000</p> <p>10,000 5,500</p> <p>13,000</p> <p>10,000 2,000</p> <p>13,750</p> <p>5,000</p> <p>15,000</p>
<b>Subtotal for Output 1.2: 249,450</b>								
<b>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</b>								
<b>Activity 2.1.1. Support the Civic Action Fund (CAF) to influence political processes and promote civic education</b>								

<p>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</p> <p>Baseline(s):</p> <p>3. Lack of actions of civil society aimed at influencing political processes as the result of CAF</p> <p>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.</p> <p>5. 38 civil society organizations representing vulnerable groups (women, youth, minorities, people with disabilities, etc.) collaborate with the Parliament on ad-hoc basis.</p> <p>Indicators:</p> <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>Action 2.1.1.a. Public presentations of CAF continuation on national and local levels;</p> <p>Action 2.1.1.b. Capacity building activities for CSOs at the national and local levels on project proposal writing, strategic planning, monitoring and evaluation, reporting etc.)</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>	<p>Parliament; CSO; UNDP</p>	<p>Meeting costs</p> <p>Training costs, expert costs, meeting costs</p> <p>2,000</p> <p>15,000</p>	
<p><b>Activity 2.1.2. Cooperation grants to CSOs for long-term support that includes institutional development and project activities</b></p>						
<p>Action 2.1.2.a. Supporting CAF Cooperation Grants aimed at fostering democratic governance, civic education, inclusiveness of the parliament, effective exercise of its oversight functions.</p>	<p>CAF Cooperation Grants</p>	<p>X</p>	<p>X</p>	<p>Parliament; CSO; UNDP</p>	<p>Grants</p> <p>328,134</p>	
<p><b>Activity 2.1.3. Project grants to CSOs for short-term support of civic initiatives (including ad-hoc initiatives)</b></p>						
<p>Action 2.1.3.a. Supporting CAF Project Grants (including ad-hoc initiatives)</p>	<p>CAF Project Grants</p>	<p>X</p>	<p>X</p>	<p>Parliament; CSO; UNDP</p>	<p>Grants</p> <p>225,000</p>	
<p>Action 2.1.3.b. Supporting the management of grants and capacity building of grantees (M&amp;E, report and proposal's writing, etc.)</p>	<p>Management of grants and capacity building of grantees (M&amp;E, report and proposal's writing, etc.)</p>	<p>X</p>	<p>X</p>	<p>Parliament; CSO; UNDP</p>	<p>National expert/Grant Manager</p> <p>15,000</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>	<p><b>Activity 2.1.4. A number of civil society organization coordinate their work and collaborate with Parliament systematically via Coordination platform</b></p> <p>Action 2.1.4.a. Support to the Coordination platform of CSOs working with Parliament in establishment of systematic collaboration between wide range of CSOs and the legislative body</p>														
<p><b>Output 2.2.</b> Public Councils effectively monitor and evaluate government performance, jointly with CSOs and Parliament</p> <p><b>Baseline(s):</b></p> <p>1.16 out of 35 public councils deploy monitoring and evaluation systems focused on performance of state institutions</p> <p>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.</p>	<p><b>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</b></p> <p>Action 2.2.1.a. Support to the Coordination Council of PC's in implementing the Strategic Plan of the PC's for 2019-2020 regarding its collaboration with the Parliament</p> <p>Action 2.2.1.b. Support PC's Coordination Council to conduct wide discussions about developed methodology among PC's, and with the ministries, state agencies, Parliament, CSO's and local councils</p> <p>Action 2.2.1.c. Support to series of public meetings/hearings/presentations of the Public Councils with the Parliament on the performance and evaluation of Executive institutions</p>														
<p><b>Indicators:</b></p> <p>1.Share of Public Councils, which deploy monitoring and evaluation systems focused on performance of state institutions</p> <p>2.Number of instances when</p>	<p><b>Action 2.2.2. Development of methodologies for improved interaction and cooperation of Public Councils, CSOs and Parliament</b></p> <p>Action 2.2.2.a. Establish and maintain a regular dialogue platform between the PC's, CSO's and governmental bodies, and Parliament and local councils</p>														
	X	x	x	x	x	x	x	x	x	x	x	Meeting costs	SDC	Parliament; CSO; UNDP	8,000
												Media products	SDC	Parliament; CSO; UNDP	5,000
												Printing costs	SDC	Parliament; CSO; UNDP	500
												Expert support/fees	SDC	Parliament; CSO; UNDP	2,000
												Meeting costs	SDC	Parliament; CSO; UNDP	7,600
												Meeting costs/Experts fees	SDC	Parliament; CSO; UNDP	7,000
												Meeting costs	SDC	Parliament; CSO; UNDP	12,000
												Meeting costs	SDC	Parliament; CSO; UNDP	10,000

parliamentary committees use and reference the Public Councils' information on government operations <b>Targets:</b> 1. +10% from the baseline 2. At least 3 per committee per year	Action 2.2.2.b. Study visit for CSO leaders, MPs, and leaders, to explore legal, technical and behavioural frameworks for citizen inclusion in parliamentary decision-making processes						x	x	x			Parliament; CSO; UNDP	SDC	Travel cost for national partners	20,500	
	Action 2.2.2.c. Capacity building for project staff (courses, trainings, seminars on democratization, parliamentarism, etc.)						x	x	x			Parliament; CSO; UNDP	SDC	Travel cost for project staff (international and local trips)	10,900	
<b>Total for Output 2</b>															<b>675,654</b>	
x																
<b>Management and Administrative cost</b>	Programme Officer (12 months, 10%)															4,360
	Programme Associate (12 months, 10%)															3,119
	Chief Technical Advisor (12 months, 20%)															53,347
	Project Coordinator (SC9, 12 months, 100%)						x	x	x			UNDP	SDC	Payroll	33,571	
	Project Specialist (SC7, 12 months, 100%)															18,633
	Project Assistant (SC5, 12 months, 100%)															16,755
	Administrative/Finance Assistant (SC5, 12 months, 100%)															15,029
	Local Audit Fee						x	x				UNDP	SDC	Subcontract	15,000	
	Office rent/Office maintenance (utilities, cleaning)						x	x	x			UNDP	SDC	Subcontract	32,400	
	Communications (Internet, land/mobile)						x	x	x			UNDP	SDC	Subcontract	4,800	
Office supplies/IT equipment maintenance/vehicle/fuel maintenance						x	x	x			UNDP	SDC	Subcontract	11,400		
Security costs						x	x	x			UNDP	SDC	Subcontract	8,640		
<b>Total Management and Administrative cost:</b>															<b>217,054</b>	
<b>TOTAL AWP 2019:</b>															<b>1,374,658</b>	

TOTAL AWP 2019:  
ALLIANCE NICOLLIA

UNDP RESIDENT

*[Signature]*  
REPRESENTATIVE A.I.

15 FEB 2019



## UN Development Programme

### Kyrgyzstan - Bishkek

Award ID: 00098320  
Award Title: Strong and Inclusive Parliamentary Democracy  
Start Year: 2017  
End Year: 2021  
Implementing Partner (Executing Agency): UNDP  
Responsible Party (Implementing Agent): UNDP  
Revision Type: Project Approval

Budget (US\$) as of Last Revision on 07-February-2019		
Donor	Fund	Amount
SDC	30000 Programme Cost Sharing	2,343,484.00
<b>Total Budget ( 2019 and Beyond )</b>		<b>* 2,343,484.00</b>
<b>Total Expenditure ( 2018 and Prior )</b>		<b>880,900.40</b>
<b>Award Total</b>		<b>3,455,000.00</b>
<b>Unprogrammed/Unfunded</b>		<b>230,615.60</b>

#### 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 will be launched in May of 2017.

The total budget of the project for 2019 is USD 1,374,658.00


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.

Agreed by: Project Coordinator


Agreed by: UNDP Operations Manager

Agreed by: UNDP ARR

Agreed by: UNDP DRR

  
**JOLDOSHEBEK OSMONOV**  
 POLICY ADVISOR SIPD  
 PROJECT COORDINATION

15 FEB 2019

  
**ALIONA NICULITA**  
 UNDP RESIDENT  
 REPRESENTATIVE A. I.

\* 2,343,484.00 \$:  


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 2019: 1,374,658.00 \$  
 2020: 926,569.00 \$  
 2021: 142,257.00 \$



## Annual Work Plan

Kyrgyzstan - Bishkek

Project: 00098320

Project Title: Strong and Inclusive Parliamentary Democracy

Year: 2019

Report Date: 7/2/2019

Output	Key Activities	Timeframe		Responsible Party	Planned Budget				
		Start	End		Fund	Donor	Budget Descr	Amount US\$	
00101685 Parliamentary Democracy	Admin project funds	1/5/2017	30/4/2021	UNDP	30000	SDC	72100	Contractual Services-Companies	159,953.70
				UNDP	30000	SDC	73100	Rental & Maintenance-Premises	30,870.37
				UNDP	30000	SDC	75700	Training, Workshops and Confer	140,611.11
				UNDP	30000	SDC	71600	Travel	50,000.00
				UNDP	30000	SDC	75100	Facilities & Administration	74,413.63
				UNDP	30000	SDC	72600	Grants	512,161.11
				UNDP	30000	SDC	74200	Audio Visual&Print Prod Costs	36,574.08
				UNDP	30000	SDC	75100	Facilities & Administration	10,007.41
				UNDP	30000	SDC	71300	Local Consultants	125,092.59
				UNDP	30000	SDC	75100	Facilities & Administration	554.00
				UNDP	30000	SDC	61100	Salary Costs - NP Staff	6,925.00
				UNDP	30000	SDC	72500	Supplies	3,333.33
				UNDP	30000	SDC	73400	Rental & Maint of Other Equip	5,000.00
				UNDP	30000	SDC	61100	Salary Costs - NP Staff	8,000.00
				UNDP	30000	SDC	74100	Professional Services	13,888.90
				UNDP	30000	SDC	73100	Rental & Maintenance-Premises	30,000.00
				UNDP	30000	SDC	75100	Facilities & Administration	5,351.11
				UNDP	30000	SDC	72800	Information Technology Equipm	2,222.22
				UNDP	30000	SDC	74300	Contributions	0.00
			Other costs	1/5/2017	30/4/2021	UNDP	30000	SDC	72400
	Professionals (Long-term ex	1/5/2017	30/4/2021	UNDP	30000	SDC	75100	Facilities & Administration	722.22
	Remuner of nation support s	1/5/2017	30/4/2021	UNDP	30000	SDC	71400	Contractual Services - Individ	9,027.78
				UNDP	30000	SDC	75100	Facilities & Administration	63,850.93
				UNDP	30000	SDC	61100	Salary Costs - NP Staff	9,059.70
				UNDP	30000	SDC	75100	Facilities & Administration	49,395.37
				UNDP	30000	SDC	71400	Contractual Services - Individ	1,113.26
				UNDP	30000	SDC	71400	Contractual Services - Individ	13,915.74



Annual Work Plan

Kyrgyzstan - Bishkek

Project: 00098320

Project Title: Strong and Inclusive Parliamentary Democracy


Year: 2019

Report Date: 7/2/2019

Output	Key Activities	Timeframe		Responsible Party	Planned Budget			Amount US\$	
		Start	End		Fund	Donor	Budget Descr		
	Travel expenses	1/5/2017	30/4/2021	UNDP	30000	SDC	75100	Facilities & Administration	605.19
				UNDP	30000	SDC	71600	Travel	7,564.81
<b>TOTAL</b>								<b>1,374,658.00</b>	
<b>GRAND TOTAL</b>								<b>1,374,658.00</b>	

101,226 X

OLGA PETROVA  
 FINANCE ASSISTANT  
 0007 508





## Annual Work Plan

Kyrgyzstan - Bishkek

Project: 00098320

Project Title: Strong and Inclusive Parliamentary Democracy

Year: 2020

Report Date: 7/2/2019

Output	Key Activities	Timeframe		Responsible Party	Planned Budget				
		Start	End		Fund	Donor	Budget Descr	Amount US\$	
		00101685	Parliamentary Democracy		1/5/2017	30/4/2021	UNDP	30000	SDC
	Admin project funds			UNDP	30000	SDC	75700	Training, Workshops and Confer	15,055.57
	Int&nation short-term expert	1/5/2017	30/4/2021	UNDP	30000	SDC	75100	Facilities & Administration	39,782.81
	Local Office Staff of Contract	1/5/2017	30/4/2021	UNDP	30000	SDC	72600	Grants	258,518.52
	Operating costs PIU	1/5/2017	30/4/2021	UNDP	30000	SDC	71300	Local Consultants	58,951.85
				UNDP	30000	SDC	75100	Facilities & Administration	4,716.15
				UNDP	30000	SDC	61100	Salary Costs - NP Staff	8,892.59
				UNDP	30000	SDC	75100	Facilities & Administration	711.41
				UNDP	30000	SDC	73400	Rental & Maint of Other Equip	5,000.00
				UNDP	30000	SDC	75100	Facilities & Administration	4,874.07
				UNDP	30000	SDC	72500	Supplies	3,333.33
				UNDP	30000	SDC	72400	Communic & Audio Visual Equip	4,444.44
				UNDP	30000	SDC	72800	Information Technology Equipm	2,222.22
				UNDP	30000	SDC	74300	Contributions	6,666.67
				UNDP	30000	SDC	74100	Professional Services	9,259.26
	Professionals (Long-term ex	1/5/2017	30/4/2021	UNDP	30000	SDC	73100	Rental & Maintenance-Premises	30,000.00
				UNDP	30000	SDC	61100	Salary Costs - NP Staff	50,020.37
				UNDP	30000	SDC	71400	Contractual Services - Individ	75,376.85
	Remuner of nation support s	1/5/2017	30/4/2021	UNDP	30000	SDC	75100	Facilities & Administration	10,031.78
				UNDP	30000	SDC	75100	Facilities & Administration	1,111.11
				UNDP	30000	SDC	71400	Contractual Services - Individ	13,888.89
<b>TOTAL</b>									<b>826,569.00</b>
<b>GRAND TOTAL</b>									<b>826,569.00</b>

6/22/19





## Annual Work Plan

Kyrgyzstan - Bishkek

Project: 00098320

Project Title: Strong and Inclusive Parliamentary Democracy

Year: 2021

Report Date: 7/2/2019

Output	Key Activities	Timeframe		Responsible Party	Planned Budget				
		Start	End		Fund	Donor	Budget Descr	Amount US\$	
									1/5/2017
00101685 Parliamentary Democracy	Admin project funds	1/5/2017	30/4/2021	UNDP	30000	SDC	72100	Contractual Services-Companie	53,844.44
				UNDP	30000	SDC	75700	Training, Workshops and Confer	3,012.04
				UNDP	30000	SDC	75100	Facilities & Administration	4,548.52
	Int&nation short-term experts	1/5/2017	30/4/2021	UNDP	30000	SDC	71300	Local Consultants	7,074.07
	Local Office Staff of Contract	1/5/2017	30/4/2021	UNDP	30000	SDC	75100	Facilities & Administration	565.93
	Operating costs PIU	1/5/2017	30/4/2021	UNDP	30000	SDC	61100	Salary Costs - NP Staff	2,963.89
				UNDP	30000	SDC	75100	Facilities & Administration	237.11
				UNDP	30000	SDC	75100	Facilities & Administration	1,377.78
				UNDP	30000	SDC	73400	Rental & Maint of Other Equip	1,666.67
				UNDP	30000	SDC	73100	Rental & Maintenance-Premises	10,000.00
				UNDP	30000	SDC	74300	Contributions	2,222.22
				UNDP	30000	SDC	72500	Supplies	1,111.11
				UNDP	30000	SDC	72800	Information Technology Equipm	740.74
	Professionals (Long-term ex	1/5/2017	30/4/2021	UNDP	30000	SDC	72400	Communic & Audio Visual Equip	1,481.48
	Remuner of nation support s	1/5/2017	30/4/2021	UNDP	30000	SDC	75100	Facilities & Administration	3,437.85
			UNDP	30000	SDC	61100	Salary Costs - NP Staff	21,437.04	
			UNDP	30000	SDC	71400	Contractual Services - Individ	21,536.11	
			UNDP	30000	SDC	75100	Facilities & Administration	370.37	
			UNDP	30000	SDC	71400	Contractual Services - Individ	4,629.63	
<b>TOTAL</b>									<b>142,257.00</b>
<b>GRAND TOTAL</b>									<b>142,257.00</b>

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