



Deepening Decentralization Programme (DDP)

ANNUAL WORK PLAN: JANUARY-DECEMBER 2013

INTRODUCTION

The DDP aims to accelerate progress and deepen decentralization in Lesotho by building on previous collaborative work of the Government of Lesotho and UNDP/UNCDF in the area of decentralization. The objective of the Programme is to support the Government of Lesotho in reducing poverty, promoting inclusive economic growth and entrenching democratic principles through improved decentralized governance. Its main purpose is to promote decentralized service delivery for social and economic growth through the development of transparent funding mechanisms and by improving the accountability of local authorities.

Specifically, the project will support the Government of Lesotho to:

- 1) Further pilot the Local Development Fund to improve mechanisms for funding councils thus accelerating Decentralization;
- 2) Develop and implement a roadmap for improved decentralization Integrated Financial Management Information System (IFMIS) roll out and enhanced local accountability
- 3) Change management support to Line Ministries including MoLGC and local authorities in decentralization through unpacking of functions at local level.

PROGRAMME DETAILS

Country: Lesotho

Programme Title: Deepening Decentralization (DDP)

UNDAF Outcomes: UNDAF Outcome #4: Governance institutions strengthened, ensuring gender equality, public service delivery and human rights for all by 2012 continued (2008-2012). By 2017, National and Local governance structures deliver quality and accessible services to all citizens (Lesotho UNDAF 2013-2017 draft).

UNDP Country Programme Outcome: Demand Driven and decentralized public service delivery based on claim holder aspirations and participation strengthened (Lesotho CPD 2008-2012). By 2017, National and local governance structures deliver quality and accessible services to all citizens (Lesotho CPD 2013-2017 draft).

Expected Outputs:

- 1) Improved development funding through local authorities
- 2) Decentralization and accountability systems at the local level promoted
- 3) Capacities of Line Ministries and local authorities enhanced to decentralize functions.

Implementing Partner: The Ministry of Local Government and Chieftainship

Responsible Parties: Ministry of Finance and Ministry of Public Service

Duration of the Programme: 2012-2016

Planned dates for inception and end of the programme:

August, 2012 – July December, 2016

Fund Management option: Parallel funding for core and pass through for non core

Total budget estimate*: \$US 11,044,776

Including:

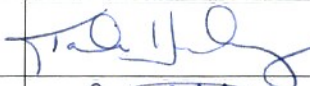
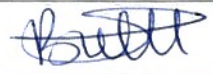
1. Budget funded:	EU	\$US 9,950,249
	UNCDF	\$1,094,527
2. To be mobilized:		\$US 0

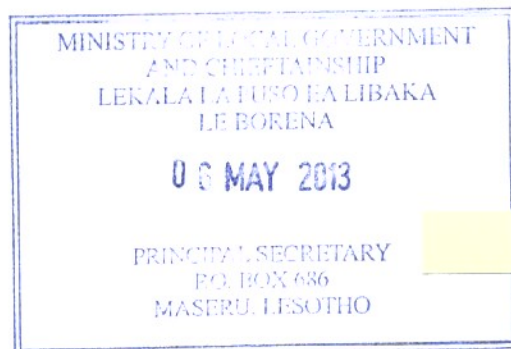
* The total estimated budget includes expenses under

Total Budget for 2013:

• UNDP	\$ 631,700
• UNCDF	\$ 529,000
• Total Budget	\$ 1,160,700

The FY 2013 AWPB is approved by:

Approved by	Signature	Date	Name/Title
On behalf of Government Lesotho		03/05/2013	Hleu Makoate Acting PS
On behalf of UNDP		20 May 2013	Tara HERSHEY, UNDP RR
On behalf of UNCDF		20/05/2013	Jennifer B Wakhungu Technical Specialist



DEEPENING DECENTRALIZATION PROGRAMME (DDP)									
WORK PLAN: JANUARY TO DECEMBER 2013									
Date of Elaboration: April 2013									
Overall Programme Purpose: To promote decentralized service delivery for social and economic growth through the development of transparent funding mechanisms and improving the accountability of local authorities.									
ACTIVITIES AND SUB-ACTIVITIES	INDICATORS	MEANS OF VERIFICATION	TIME FRAME: 2013				IMPLEMENTING PARTNER	PLANNED BUDGET	
			Q1	Q2	Q3	Q4		Budget Description	Amount(\$)
Output 1: Improved development funding through local authorities									
1.1 Finalize the Design of the Fiscal Decentralization Framework	Mechanism for local development funding set up and Functioning	Final Fiscal Decentralization Framework					MOF/MoLG/UNCDF	Consultancy	50,000
1.1.1 Conduct National and Sub-National Consultative meetings to Review and Finalize the Design of the Fiscal Decentralization Framework and mechanism for channeling and accounting for development funds to Districts and communities								Advertisements	500
								workshops	40,000

1.2 Support to the Adoption of New System	Number of Decentralizing ministries understand and adopt the principles of Local Development.	Minutes of Meetings				MoLG/UNDP/UNCDF	Venue, Stationary and meals	
1.2.1 Convene a High Level Meeting of the Partner Ministries, Local Authorities and the UNDP/UNCDF/EU to approve the Fiscal Decentralization Framework								2,000
1.2.2 Prepare and sign an MoU with GoL regarding transfer of LDF to Districts and communities.		Signed MoU for transfer of LDF to districts and communities				MoLG/UNDP	Breakfast meeting	
1.2.3 Conduct 4 sensitization Workshop(s) for Senior Officers of the relevant Line Ministries and Local Authorities on Fiscal Decentralization Framework		Workshop Reports				MoLG/UNDP	Venue, Stationary and meals	1,500
1.3 Operationalize LDFM								60,000
1.3.1 Prepare the LDF operational Manual for Local Authorities.	5LGs supported through the Local funding	LDF Operational Manual				MOLG/UNCDF	Meeting venue, stationary	5,000

2.2 Development of Decentralization Policy and Model(DM)	Existence of new principles/model for decentralization developed and piloted	The draft Decentralization Policy, Reports, TORS,				
2.2.1 Support the development of the Decentralization Policy						
2.2.2 Conduct four stakeholders consultative workshops		Workshop reports			MOLG/UNDP	Consultations 45,000
2.2.3 Develop Capacity development program for councils		Capacity Development Plan, user guides			MOLG/UNDP	Workshops 60,000 User Guides 10,000 Training 60,000
2.3 Develop Framework for Linking up of intergovernmental transfer system and IFMIS for implementation	Adoption of formulae based system of intergovernmental transfers; integrated IFMIS linking central financial operations and the District Councils through the District sub accountancies	Reports, software systems				
2.3.1 Roll out IFMIS to Local Authorities						Workshops 40,000
					MOF/MOLG/UNCDF	Software systems 10,000

3.1.4 Prepare a handbook for Local Authorities on their roles and responsibilities		Local Authorities users Handbook					MOLG/UNDP/UNCDF	Workshop	10,000
3.2 Facilitate a Human Resource Infrastructure, functions and systems to implement the decentralization process	Number of staff transferred	Staff Performance Management guide							
3.2.1 Map functions, develop role profiles and competencies framework for Human Resource Decentralization.							MOPs/UNDP		27,000
3.2.2 Prepare Business process and staff Performance management guide for decentralizing line ministries							MOPs/UNDP/MoLG		25,000
								Sub-Total	127,000

Output 4: Programme managed effectively and consistently (technical output)									
4.1 Set up initial DDP Project Management Unit and overall management arrangements	Existence of a Programme Management Structure	Periodic workplans, Reports, Minutes of Meetings, Audit Reports							
4.1.1 Programm Management								UNDP/UNCDF	National Staff and Advisors
4.1.2 Equipment (vehicle, computers, etc)								UNDP	Equipment
4.1.3 Operating Costs								UNDP	
4.1.4 Audit	Timely Monitoring and reporting							UNDP	Consultant
4.1.5 Programme efficiency and strategic leadership	The strategy of the programme assured and partners participate in its implementation and progress							UNDP	Meetings
4.1.6 Regular sittings of Programme Steering Committee		Minutes of SC meetings						UNDP	Meetings
4.1.7 Support the regular meetings of the decentralization technical group		minutes of meetings							
4.1.8 Participation in international events and sharing experiences		Back to Office Reports						UNDP	Meetings
4.1.9 Communication Material		IEC Materials						UNDP/UNCDF	Printing
									Sub-Total
									273,700

	SUMMARY
	OUTPUT1 469,000
	OUTPUT2 291,000
	OUTPUT3 127,000
	OUTPUT4 273,700
	GRAND TOTAL 1,160,700
	COLOURS
	UNDP
	UNCDF