

Good Practice Example:

# UNCT-SWAP PERFORMANCE INDICATOR 1.3

## Virtual Toolkit Resource



### What?

Guidance on UNSDCF Joint Workplans for 2021-2022 (United Nations. Country Team Uzbekistan, 2021)



### Why?

This Guidance note provides specific recommendations on requirements and approaches to the development of the UNSDCF Joint Workplans (JWPs) 2021-2022, based on the UNSDCF Guidance, UNSDCF Companion Package and UNDG Results-Based Management Handbook. The Guidance note serves as a good practice to outline a JWP, so it adheres to gender targets according to the UNSDG, i.e. that between one third and one half of output indicators measure changes in gender equality and women's empowerment.



### Performance Indicator 1.3 Cooperation Framework Indicators

<b>Approaches Minimum</b>	Between one fifth and one third (20-32 percent) of Cooperation Framework outcome (and output) indicators measure changes in gender equality and the empowerment of women in line with SDG targets, including SDG 5.
<b>Meets Minimum</b>	Between one-third and one-half (33-50 percent) of Cooperation Framework outcome (and output) indicators measure changes in gender equality and the empowerment of women in line with SDG targets, including SDG 5.
<b>Exceeds Minimum</b>	More than half of Cooperation Framework outcome (and output) indicators measure changes in gender equality and the empowerment of women in line with SDG targets, including SDG 5.



## Guidance on UNSDCF Joint Workplans for 2021-2022

The current Guidance note is to provide with specific recommendations on requirements and approaches to the development of the UNSDCF Joint Workplans 2021-2022, based on the UNSDCF Guidance, UNSDCF Companion Package and UNDG RBM Handbook.

### General provisions

- The signed Cooperation Framework 2021-2025 is implemented through the country programme instruments of the UN development system entities, which are derived from the Cooperation Frameworks. They come together in Joint Work Plans which reflect the Cooperation Framework outputs.
- Joint workplans present all related key UN development contributions delivered jointly or by individual entities, with a view to maximizing synergies and avoiding duplication; and resources that are required and available as well as funding gaps.
- The Joint Work Plans are endorsed by the UNCT and the Joint National-UN Steering Committee. The endorsed Joint Work Plan is the basis for the Annual Performance Review which feeds directly into preparation of the Annual UN country results report to Government.

### Structure of the JWP

#### Outputs

<b>Outputs</b>	<p>The provisional outputs have been identified at the CF design stage to ensure a clear logic in the results matrix and for transparency and accountability of UN development system contributions.</p> <p>While the CF outcomes remain stable for the duration of the cycle, outputs are indicative and may need correction to remain relevant. The outputs once finalized can only be revisited during the Annual Performance review by the Results Groups. Revision of outputs requires approval by the UNCT and UN-Government Joint Steering Committee including through exchange of letters</p>
<b>Output indicators</b>	<ul style="list-style-type: none"><li>• Describe how the output achievement will be measured; to be established as qualitative or quantitative means of measuring outputs;</li><li>• Output indicators are to measure the attainment of outputs, and hence are linked to outputs only not sub-outputs;</li><li>• Each output should have at least one performance indicator to which multiple agencies contribute. In specific areas of work, and as relevant, indicators can be drawn on monitoring frameworks of country programme instruments of UNCT members. To have a manageable and track-able set of indicators, it is suggested to limit number of output indicators up to <b>five</b> per output.</li><li>• The CF Guidance requests that “outcome and output indicators should, by default, be linked to national SDG indicator frameworks”</li></ul>



	<ul style="list-style-type: none"> <li>Considering that in 2021-2022, the UN system will focus mainly on COVID-19 response and recovery, it is suggested to link the JWP indicators to the global Socio-economic Response (SER) monitoring framework (<a href="https://unsdg.un.org/resources/un-framework-immediate-socio-economic-response-covid-19">https://unsdg.un.org/resources/un-framework-immediate-socio-economic-response-covid-19</a>) that the UNCT reports against on quarterly basis.</li> <li>To the greatest extent possible, should be disaggregated by gender, age, disability and region;</li> <li>In line with UNSDG-agreed SDG gender targets, between one third and one half of output indicators should measure changes in gender equality and women's empowerment.</li> <li>M&amp;E and Data Group is expected to advise the RGs on SMART indicators (with focus on measurability, data availability/costs for data collection, etc.)</li> </ul>
<b>Baseline</b>	<ul style="list-style-type: none"> <li>A baseline current value should be available/can be provided at the time when JWP is developed. If no data is available for baseline it is recommended to omit this indicator</li> </ul>
<b>Target</b>	As the JWP is set for 2021-2022, targets are also to be established towards end of 2022 as end-of-cycle targets. To ensure regular tracking of indicator performance and delivery on outputs, annual targets will be also established for 2021

### **Sub-outputs**

<b>Sub-Outputs</b>	<ul style="list-style-type: none"> <li>Previously referred to as key activities<sup>1</sup>, represent individual UN entity contributions to the respective outputs;</li> <li>Each sub-output should represent development programming; and might be:             <ul style="list-style-type: none"> <li>a large programme at country or region level;</li> <li>a smaller project in a local area;</li> </ul> </li> <li>They can be either unique to an agency or shared by two or more UN agencies</li> <li>Any granular micro level activities, e.g. trainings, Study Tours, etc. should be avoided</li> <li></li> </ul>
<b>Geographical focus</b>	<ul style="list-style-type: none"> <li>Select all relevant geographical areas for implementation of the sub-outputs, including regions. If it is a country-wide, choose Uzbekistan</li> </ul>
<b>Timeline/Start and End Date</b>	<ul style="list-style-type: none"> <li>Planned or actual start and end dates</li> <li>If a sub-output (project) started earlier, i.e. before 2021, the start date in the JWP should be indicated as of 1 January 2021</li> </ul>
<b>UN agency</b>	<ul style="list-style-type: none"> <li>Indicate the relevant agency/ies</li> <li>Multiple selections and Lead option can be available in the UNINFO</li> </ul>

<sup>1</sup> In the Uzbekistan JWP 2018-2020 it was referred to as “strategic interventions to achieve outputs”



<b>SDG Target</b>	<ul style="list-style-type: none"><li>• Associate the sub-output with relevant SDG Target(s). This helps track and disaggregate how UN allocates its resources across each of SDGs.</li><li>• No more than three SDG Targets may be selected. For a full list of SDG Targets see <a href="#">SDG Goals and Targets</a></li></ul>
<b>Implementation Partner</b>	<ul style="list-style-type: none"><li>• Indicate all relevant implementing partners (can be more than one)</li><li>• While there is no common definition of “implementation partner”; and UN agencies may refer to agency- regulations for the JWP it is recommended to indicate important stakeholders for the implementation of the sub-outputs, and not limiting to recipients of funding.</li></ul>
<b>Source of funds</b>	<ul style="list-style-type: none"><li>• Select donors that provided financial resources to the project. If there is more than one source of funds, please, make sure that disaggregation by Source of funds is available for all the financial information</li></ul>

**Mandatory markers: human rights, gender equality, and QCPR functions** *(will be applied at later stage after the respective trainings are delivered)*

<b>Gender Marker</b>	The Gender Marker reflects the degree to which gender equality has been integrated in the planning and execution of the Plan Item. The Gender Marker uses a scale of zero to three (0-3).
<b>Human Rights Marker</b>	The Human Rights Marker reflects whether a development project contributes towards the realization of human rights in the planning and execution of the Plan Item. The Human Rights Marker uses a scale of zero to three (0-3).
<b>QCPR Functions</b>	QCPR stands for Quadrennial Comprehensive Policy Review. The QCPR is the mechanism through which the General Assembly assesses the effectiveness, efficiency, coherence and impact of UN operational activities for development. No more than three (3) QCPR Functions may be selected.
<b>Youth and Disability Markers</b>	Planned to be added in Q2-3

### **Annual Funding Framework**

<b>Total (annual)</b>	<ul style="list-style-type: none"><li>• Accurate projection of annual financial resource requirements at sub-output level</li><li>• Based on costing of programmatic inputs and services</li><li>• The UNINFO allows for providing information for the entire JWP duration, ie 2021-2022 yet the budget estimate should be broken down by years</li></ul>
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<b>Available (annual)</b>	<ul style="list-style-type: none"> <li>• Amount of available funding disaggregated by (i) type of funding and (ii) source of funding</li> <li>• Source of funds can be also associated with Contributing Partner in the UNINFO</li> <li>• Any ongoing programmes that are not derived from the new Cooperation Framework (i.e. started before the CF) should be reflected in the funding framework as “available resources.”</li> </ul>
<b>To be mobilized</b>	<ul style="list-style-type: none"> <li>• Represent funding gap</li> <li>• Calculated as = Total Required – Available</li> <li>• Should indicate (i) type of funding and (ii) source of funding</li> </ul>

**Process flow**

<b>Deadline</b>	<b>Action</b>	<b>Responsible</b>
15 February	Convene RG meetings to discuss process (COMPLETED)	Chairs of the RGs
1 March	Register at UN INFO 2.0 <a href="https://uninfo.undg.org/">https://uninfo.undg.org/</a>	UNINFO focal points, incl. programme staff
1 March	Pre-populate the JWP spreadsheets with information on sub-outputs and budgetary information (preferably online on Teams; if not possible due to any technical reasons share with RCO)	Agencies
25 February	Identify output indicators, make data mining for baselines and targets and share with RGs for the review	M&E and Data Group (M&EDG)
1 March	Consolidate the agencies’ inputs and check data accuracy and completeness based on bilateral consultations with agencies and share with RG Chairs	RCO
10 March	Review the JWP for quality assurance and share with RG members for the review	RG Chairs
10 March	Consultations between RGs and M&EDG on output indicators (it is suggested to have one joint meeting of all the RGs with M&EDG to agree on the output indicators)	M&EDG Chairs and RG Chairs (with RCO support)
20 March	Convene RG meetings for final JWP review and validation, to confirm alignment to the ToC, identify gaps, overlaps and potential synergies, and validate M&E framework including target setting	RG Chairs
1 April	Review and endorse the JWP	UNCT
1 April	Conduct training on UNINFO 2.0	RCO and DCO
10 April	Enter the JWP into UNINFO	UNINFO focal points
10 April	Translate and share with Government	RCO



Third week of April	Joint Steering Committee to hold first meeting for final endorsement of JWPs	RCO
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### Quality assurance Checklist for RG Chairs

- All UNCT members (regardless of physical presence) are involved in preparing Joint Work Plans.
- Each UN development system entity's contributions (sub-outputs and resources) to the Cooperation Framework outputs are clear and aligned to the CF Theory of Change
- Altogether, the Sub-outputs contribute directly to attainment of the Outputs and subsequently, to the Cooperation Framework Outcomes.
- Outputs have specific and measurable performance indicators, and associated baselines and targets, with values identified based on available data and disaggregated by gender, age, disability, and regions as relevant, and Means of verification (MoV) identified
- Between one third and one half of output indicators measure changes in gender equality and women's empowerment.
- The Joint Work Plans has completed annual funding framework for its duration i.e. total resources needed, resources available and resources yet to be mobilized by type, source and duration for each output
- The Joint Work Plans are discussed within and across Results Groups and gaps and overlaps are identified and streamlined.
- Potential complementarity, synergies and joint programmes are identified and flagged up at UNCT level
- Strategic priorities for advocacy and communication and resource mobilization are identified

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