					Oper	ational Plan														
#	Activities/Tasks	Start Date	End Date	COST	Outputs	NOTES/ REMARKS				010						2011				2012
		Start Date	End Date	EUR USD	Outputs	NOTES/ REMARKS	JAN	FEB MAR AP	R MAY JU	N JUL AU G	SEP 0	DCT NO	DEC JAN	I FEB	MAR APR	MAY JUN JUL	G SEF		JEC JAN	FEB MAR
C 1.4 C 1.4.0	Institutional anchoring and promotion of SDIP Preparing for the implementation/Preparation Phase	Jan-10																		
C C 1.4.0.1.1	Secure additional financing (co-financing from the Cities Alliance) Prepare an application for co-finacing from the Cities	Jan-10	Apr-10		Draft CA Application Form													+		+
C 1.4.0.1.2					Final CA Application Form															
C 1.4.0.1.3	Secure the commitment/endoresment of the partners				Commitment Letters	The CA contribution is crucial for the implementation of the													_	
C 1.4.0.1.4					CA Financial Contribution	envisaged activities														
C C 1.4.0.2.1	Prepare the implementation structure/plan Prepare a detailed implementation plan with MOLG	Mar-10	Apr-10		Draft Implementation Plan														_	
C 1.4.0.2.2 C	Joint approval on the detailed implementation plan Set-up the implementation structure	Apr-10	May-10		Final Implementation Plan													+	_	
C 1.4.0.3.1	Establish coordination/management Working Group (SDIP				SDIP Working Group															
C 1.4.0.3.2 C 1.4.0.3.3	Prepare a detailed implementation schedule				Detailed Implementation Schedule														_	
C 1.4.1 C 1.4.1.3.1	Enhancing the Regulatory Framework of the SDIP	Jun-10	Jun-11		Assessment Study													+	_	
C 1.4.1.3.2					Work Plan															
С	Recruit Policy/Planning Expert	Jun-10	Jun-10																	
С	Develop a Policy Document that identifies the roles of National Governmet (MOP, MOF, and MOLG) in promoting SDIPs and linking it	Jul-10	Mar-11		Policy Document															
1.4.1.2	to National Planning Process and Physical Planning, Framework through consultative mechanism																			
C 1.4.1.2.1 C 1.4.1.2.2	Review and discuss the draft Policy document with key Finalize the draft Policy Document						-											++		
C 1.4.1.2.3																				
C 1412	Identify any additional policies/regulations to be updated /modified to correspond to the changes proposed in the Policy Document	Oct-10	Jun-10																	
C 1.4.1.1.1	Study and review the related legislation in placeand identify necessary modifications and/or additional				Study on policies/regulations to be															
	regulations to be developed				updated/modifed		_		+ +		+ +							+		++
C 1.4.1.1.2	updaungrdeveloping the required policies/regulations				Follow-up action plan SDIP support units at MOLG		_											+	-+	+++
C 1.4.2	Developing the Institutional Framework within the MOLG (Set up the SDIP unit/function at the MOLG central and regional levels)	Jun-10	Feb-11		central and regional levels are															
С	Recruit an Institutional Expert	Jun-10	Jun-10		established														_	
C 1422	Develop a concept on restructuring and institutionlizing options of the SDIP within the Ministry and at selected regional Directorates	Jun-10	Aug-10		Restructuring Concept and Work Plan	This could be re-allocating of staff and functions and utilizing available resources														
C 1.4.2.2.1	Develop and discuss a restructuring/Institutionalization proposal/concept																			
C 1.4.2.2.2 C 1.4.2.3	Secure final approval on the restructuring concept Develop the operational procedures of the SDIP function within the																			$\square$
1 4 2 3 C 1.4.2.3.1	Ministry Develop and discuss draft structures and operational	Sep-10	Jan-11		Working procedures															
C 1.4.2.3.1	Introduce the new structure and operational procedures																	+	-	
C14233	Identify and purchase equipments and other operational																		_	
G	Build the capacity and train the designated staff of MOLG on supporting	Nov-10	Feb-11		Trained Staff		-											+		+
C 1.4.2.4.1	local strategic planning processe Identify relevant MOLG staff	107 10	100 11				-											+		+
C 1.4.2.4.2 C 1.4.2.4.3	Identify and contract training providers with SDIP Implement the training activities/program						_											$\square$		$\square$
	Developing LGUs Capacities on SDIP Proccesses	Jun-10	Aug-11		SDIP training and capacity building program is in place															
С	Develop the LGUs CD program	Jun-10	Jul-10																	
C 1.4.3.1.1	Identify and recruit CD and training expert/firm					The LGU CB Program shall identify and reflect the following:													_	
C 1.4.3.1.2	Develop and discuss the CD program concept				CD and training program concept and action plan	1. Training on the general SDIP methodology and tools 2. Training on topics where skills have to be enhanced (e.g.														
644242	Develop curricula and training materials				Testalana availante es desetadate	moderation skills, community mobilization and involvement, etc.)	_													
C 1.4.3.1.3 C 1.4.3.1.4	Set-up the program within the MOLG training Center (Sign				Training curricula and materials															
C C 1.4.3.2.1	Conduct a TOT program for selected trainers Identify and select the trainers	Aug-10	Sep-10		Up to 12 trainers		-											++++		
C 1.4.3.2.1 C 1.4.3.2.2 C 1.4.3.2.3	Sign agreements with the trainers Prepare and conduct the TOT program				Agreements of committements Up to 12 trainers		-							+				+		+ =
С	Implement the training program for LGUs	Oct-10	Aug-11				1											$\mp$		$\square$
C 1.4.3.3.1	councilors)				trained LGU Officials		_											+	-+	+++
C 1.4.3.3.1a C 1.4.3.3.1b	Conduct the training for LGUs Officials						+												_	
C 1.4.3.3.1c C 1.4.3.3.2	Assess and evaluate the training program Prepare a conduct training for LGUs staff (SDIP	Oct-10	Aug-11		trained LGU staff		+	+	++	++								++-	+	++-1
C 1.4.3.3.2 C 1.4.3.3.2a	coordinators + one additional staff member)	001-10	Aug-11		ramed LGO staff		+	+ $+$ $+$	+	+								+		+++
C 1.4.3.3.2b C 1.4.3.3.2c	Conduct the training for LGUs staff Assess and evaluate the training program						-				+							+	—	
	Qualifying Local Service Providers (Local Consultants)	Jun-10	Mar-11		Qualification system for local		-													$\square$
С	Develop mechanism and criteria for qualifying and accrediting local	Jun-10	Jul-10		service providers is in place		+		++									+++		+++
1 4 4 1 C 1.4.4.1.1	service providers Identify and recruit CD expert/firm				-		+												_	
C 1.4.4.1.2	Develop and discuss a concept and approach for the qualification/accreditation mechanism				Concept for the qualification/accreditation															
C 1.4.4.1.3	Set-up the mechanism within the Ministry and train				mechanism		+		++									+++		+++
C	selected staff (from the SDIP Unit) on the use of the Qualify the local service providers (up to 20)	Sep-10	Mar-11																<u> </u>	
C 1.4.4.2.1	Develop orientation and training materials				Orientation and training materials		+	+	$+\top$	$+\top$			$+\top$				$\vdash$	++		+ =
C 1.4.4.2.2	professional institution (e.g. Engineera Planers				Up to 20 accredited service		-		+ +	+	+ +						$\vdash$	+		+++
C 1.4.4.2.3	accredit up to 20 providers				providers Awareness raising, knowledge		-												-+	+++
C 1.4.5	Raising Awareness and sharing knowledge	Jun-10	Oct-11		sharing, and out-reach program is in place															
С	Prepare and implement a Knowledge Sharing Program Prepare a knowledge sharing concept and identify	Jun-10	Feb-11				-												_	
C 1.4.4.1.1	apapropriate tools (e.g. Website/Portal)				KS Concept		_											+	$\square$	++
C 1.4.4.1.2 C	Develop and set up the knowledge sharing program and Mobilizing Community, Civil Society and Private Sector	Jun-10	Oct-11		KS Tools		$\pm$												<u> </u>	
C 1.4.4.2.1	Develop a promotion and marketing concept (including a detailed definition of target groups, promotion instruments,				Promotion and marketing concept				$\top$											
C 1.4.4.2.2	implementation arrangements and responsibilities, etc);						+	+ $+$ $+$	+									+-+-+	-+	+++
			·	1	*	*														

C 1.4.6 E	valuating and closing out the project	Nov-11	Jan-12									
С	Evaluate the project and identify lessons learned	Nov-11	Jan-12		Evaluation Report							
C 1.4.6.1.1	Recruit an Evaluator											
C 1.4.6.1.2	Cnduct the project evaluation											
С	Audit and close out the project	Dec-11	Jan-12		Final Reports							
C 1.4.6.2.1	Recruit an External Auditor											
C 1.4.6.2.2 C 1.4.6.2.3	Conduct the Auditing on the project											
C 1.4.6.2.3	Close out the project files and produce the final report											