

CONCEPT NOTE
FIFTH COUNTRY PROGRAMME FORMULATION 2016-2018
ROYAL GOVERNMENT OF CAMBODIA AND UNFPA CAMBODIA OFFICE

1. Formulation of UNDAF 2016-2018

The United Nations Country Team agreed that in order to align the UN planning cycle with the Royal Government of Cambodia, the next UNDAF will be for a period of three years 2016-2018 which is in line with the NSDP 2014-2018. The UNFPA Cambodia's next Country Programme has also been designed to align with the UNDAF cycle, 2016-2018. UNFPA played an active role in the UNDAF formulation process. The UNFPA Deputy Representative was a co-chair of the UNDAF Outcome Group 2. In addition to being involved in the Common Country Assessment (CCA) to gather information, evidence and data to inform the development of the UNDAF, the UNFPA programme team participated in all the discussions of the three UNDAF Outcome Groups.

1) Main deliverables:

- 1: Signed UNDAF 2016-2018
- 2: UNDAF Validation Workshop Note
- 3: UNDAF Common Country Assessment (CCA) Report
- 4: Report on UNDAF Strategic Prioritization Workshop
- 5: UNDAF Lessons Learnt Report

2. Evidence gathering

As part of an effort to ensure that the new country program was driven by a solid evidence-base and in line with UNFPA policy, the Country Office conducted a number of evidence gathering exercises to inform the formulation of the Country Programme 2016-2018. It ranged from thematic evaluations on family planning, midwifery, comprehensive sexuality education, gender based violence and decentralization and deconcentration, situational evidence review and country programme evaluations, in addition to the UNDAF Common Country Assessment (CCA).

2) Main deliverables:

- 1: UNDAF Common Country Assessment (CCA) Report
- 2: UNFPA thematic evaluation reports
- 3: UNFPA Situational Evidence Review Report
- 4: UNFPA Country Programme Evaluation Report

3. Establishment of Country Programme Outcome Group

In order to ensure national ownership and consultation, the Country Office consulted with the Council for the Development of Cambodia (CDC) who is the Government Coordination Agency for all development assistance to Cambodia. It was agreed that a technical level mechanism from relevant government ministries should be formed to work on the priorities for the next UNFPA Country Programme. As a result, four Country Programme Outcome Groups were established with an agreed terms of reference.

3) Main deliverables:

- 1: Exchange of letters and emails between UNFPA and CDC
- 2: Country Programme Outcome Group terms of reference

4. Consultative Process Country Program Document

In accordance with the CPD development policy, the UNFPA Country Office ensured an inclusive approach where relevant national stakeholders including those of the government and non-government were appropriately consulted as part of the CPD formulation process.

a) Consultation with Outcome Groups and APRO (CPD)

Both formal and informal consultative sessions were conducted among the Outcome Groups (comprised of Ministry of Education, Youth and Sports, Ministry of Health, Ministry of Interior, Ministry of Planning [National Institute of Statistics and General Secretariat for Population and Development], Ministry of Women's Affairs.) A large consultation workshop was conducted on 24th December 2014 (Inter-Continental Hotel) to kick-start the formulation process as well as to agree on a key priority framework. A mission of the APRO advisors (Nassrin Farzaneh, M&E Advisor and Eiko Narita, Programme Specialist) was conducted to provide first line support to the Country Office. Additionally, an integrated mission of the APRO regional advisors was conducted to Cambodia to provide on-site support in an in-depth manner for the CPD formulation. As a result, the results framework was agreed upon between the Country Office, APRO and the Outcome Groups.

4) Main deliverables:

- 1: Report on CP Workshop, 24th December 2014
- 2: Mission Report to Cambodia (Eiko Narita & Nassrin Farzaneh)
- 3: Mission Report of APRO Gender Advisor (Kiran Bhatia)
- 4: Mission Report of integrated mission of APRO advisors, 28 – 30 January 2015
- 5: Draft Country Programme Document submitted to APRO and Executive Board

5. Quality Review/Feedback (CPD)

During the CPD formulation process, the Country Office received technical support in reviewing the CP results framework including outputs, indicators, targets, review of linkages to the UNDAF and strategic plan. The support provided by technical advisors and other colleagues from APRO and Headquarters helped to ensure that the proposed draft CPD had the required technical, programmatic, evidence and results-based focus appropriate for the Cambodian context and that it was in line with the priorities set out in the UNFPA Strategic Plan and UNDAF and NSPD framework. The feedback provided through these forums were taken into account by the Country Office in revising the draft submitted CPD.

5) Main deliverables:

- 1: APRO Feedback on Draft CPD - 13 March 2015 (with CO responses)
- 2: PRC review of Cambodia CPD feedback notes (with CO responses)
- 3: Note for Record/File Executive Board Second Regular Session 2015 dated 24th-25th August 2015

6. Finalization and endorsement (CPD)

Country Programme Document (CPD): Following a quality review and endorsement by CDC (received via email from H.E. Rith Vuthy, Deputy Secretary General of CRDB/CDC dated 3rd June 2015), the Cambodian draft CPD 2016-2018 was submitted to the Executive Board, along with required companion documents. The Board approved the CPD on 31st August 2015 in its second regular session (31st August – 4th September). The approved CPD as well as its Results and Resources Framework (RRF) formed the basis for the Country Office and the Royal Government of Cambodia to further work to finalize and endorse the Country Programme Action Plan 2016-2018.

6) Main deliverables:

- 1: Email from H.E. Rith Vuthy, Deputy Secretary General of CRDB/CDC dated 3rd June 2015
- 2: UNFPA Country Programme Evaluation Report
- 3: CP Performance Summary Report
- 4: Costed Evaluation Plan
- 5: Notes on the CPD Interventions – informal Executive Board session
- 6: CPD 2016-2018 approved by Executive Board
- 7: UNFPA Letter to CDC informing the formal endorsement of CPD 2016-2018 by the Executive Board
- 8: CO internal notes to CPD on target discrepancies

7. Consultation with Outcome Groups (CPAP)

In order to move forward with the CPAP programming process, a consultative workshop was conducted on 13th - 14th August 2015 (Inter-Continental Hotel) with the national government partners who were members of the Outcome Groups. The workshop elaborated on the agreed results framework for the CPD and discussed and agreed on relevant key interventions, milestones and annual targets for each of the various CP outcomes, outputs and indicators.

7) Main deliverables:

- 1: Report on the consultative workshop on 13rd and 14th August 2015
- 2: 4 agreed outcome group presentations

8. Consultation with Civil Society Organizations (CPAP)

Acknowledging the critical role of civil society organizations who represent rights holders including young people and other vulnerable population groups, the Country Office conducted a consultation meeting with relevant international and national non-governmental organizations on 24th August 2015 to present to them the proposed priorities and collect their feedback. The discussion was very positive and affirmed the focus of the CPAP. Relevant feedback is being taken into account for the CPAP formulation.

8) Main deliverables:

- 1: NGO consultation workshop report, 24th August 2015

9. Quality review and feedback (CPAP)

The draft CPAP is being prepared by the Country Office following the PPM policy guidance on development and approval of the CPAP. Continuous discussion on specific areas of the CPAP

have continued with the technical advisors between the CPD and the CPAP including on CSE, youth participation in subnational planning, prevention of violence and the engagement of men and boys as well as the health sector response to violence against women and girls. The upcoming technical mission of the adolescent and youth advisor (14- 16 August) will be an opportunity to consolidate some of the particular areas on youth under 2 - 3 outcome areas in the CPAP. Additional consultations with the technical advisors in APRO will also be made bilaterally in the week of the 21st of September to allow the opportunity for the CO program team to present and discuss in detail.

The CO plans to submit the draft CPAP with all required annexes to APRO by the **28th of September for feedback.**

The CO request consolidated feedback from the APRO team by the **9th of October.**

The CO will address all feedback and submit the revised draft CPAP to APRO for **final review and endorsement by 23rd of October.**

10. High Level Consultation (CPAP)

In line with the country level process for CPAP endorsement defined by the Council for the Development of Cambodia (CDC), a high level consultation workshop will be convened by CDC on the **27th of October** with Ministerial representatives at the level of Secretary of State to validate the draft CPAP. This high level meeting is a pre requisite for government approval and endorsement by the Government - CDC

9) Main deliverables:

- 1: Report on High Level Consultation (to be made available)

11. Endorsement/signing (CPAP)

The whole process for review and approval of the CPAP was planned in early October 2015 to be in line with the suggested timeline for approval of the CPAP within one month of the CPD approval. This is not possible as many key national government officials responsible for endorsing the CPAP will be overseas from the end of September until the second week in October, attending international development meetings including the General Assembly and meetings on the Sustainable Development Goals. The third week in October is a major Cambodian festival and almost all days are public holidays in that week for the Government, the signing of the CPAP is planned in the **week of the 2nd of November** which would allow the government one week after the high level consultation to formally approve the CPAP. This will clear the way for early preparation of workplan development and engagement of appropriate partnership, hence timely execution of the CPD implementation plan as early as the first quarter of 2016 onwards.