

GEF supported project

“Enabling Transboundary Cooperation and Integrated Water Resources Management in the Extended Drin River Basin”

Project Preparation Phase

Workplan

Month	Action	Date	Action
May 2013	Preparatory activities: <ul style="list-style-type: none"> - Planning of PPG phase implementation steps including timeframe of activities. - Reviewing of the existing documentation and conducting a gap analysis regarding information necessary for the preparation of the background documents to be used for the development of the Full Size Project (FSP) document. - Preparation of the Inception Meeting. - Recruitment of the International Consultant and the National Consultants. 	27-28 May 2013	Organization of the Inception Meeting of the GEF PPG phase aiming: <ul style="list-style-type: none"> - to identify priorities to be addressed by the project; - the detailed planning of steps during the project preparation phase; - meet with key actors to discuss potential synergies.
June 2013	Preparation of the draft input by the national consultants to be used for the development of the following background documents: <ul style="list-style-type: none"> - Situation analysis report; - Training programme; - Preliminary stakeholders analysis report. 		
July 2013			

August 2013	- Program of pilot demonstration activities. The background documents will include information necessary for the development of the FSP Document.	31 August	Draft input by the national consultants to be used for the development of the following background documents is prepared: - Situation analysis report; - Training programme; - Preliminary stakeholders analysis report. - Program of pilot demonstration activities
	Preparation of interim Project Brief (draft Strategic Results Framework, draft project strategy, draft set of activities, draft threats/root causes and barrier analysis).		23 September 2013
September 2013	Preparation of: - Situation analysis report; - Training programme; - Preliminary stakeholders analysis report.	30 September	Final input from national consultants to be used for the development of the FSP document is prepared.
		September 2013 (exact date to be set)	Meeting aiming face-to-face interaction between the consultants and executing partners to assess remaining information gaps and define next steps for the design of the FSP and the preparation of the FSP document.
October 2013	Preparation of the Draft FSP document.	30 October	Situation analysis report, training programme, preliminary stakeholders analysis report are prepared.
November 2013		30 November 2013	Draft FSP document is prepared.
December 2013	Preparation of the Draft FSP document.	December 2013 (exact date to be set)	Regional consultation with major stakeholders and actors in the Drin Basin, to present the Draft FSP document with the aim to obtain feedback and possibly additional information required for the finalization of the Draft FSP.
January 2014		31 January 2014	Final Draft FSP document is prepared - Submission of final Draft FSP document to UNDP/GEF and UNDP.
February 2014	Finalization of FSP document after incorporating UNDP/GEF and GEF Secretariat comments and preparation of UNDP Project Document and CEO endorsement template and all other relevant annexes.		
March 2014			