

Management Response template

UNDP Management Response Template

Al Fakhoora Dynamic Futures Programme – Phase II PAL 10-91584

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Evaluation Recommendation or Issue 1: (recommendations on beneficiaries and stakeholder's response, n.1)				
Continue to have dynamic and regular fine-tuned selection criteria to suit current and future circumstances				
Management Response: UNDP/PAPP's management team will continue fine-tuning the selection criteria to suit current and future circumstances			Tracking*	
Key Action(s)	Time Frame	Responsible Unit(s)	Comments	Status
1.1 Work closely with the programmes' different IPs and stakeholders in addition to the PCBS to update the selection criteria for any future selection	January - December 2019	UNDP/PAPP's project management team	It is proposed to update the online system to be imbedded in the new website	Initiated
Evaluation Recommendation or Issue 2: (recommendations for relevance, n.1)				
The programme keeps the relevance and consistency with the national priorities and policies				
Management Response: UNDP/PAPP's project management team ensure that the programme fulfills the national priorities and policies, as it is relevant to the third pillar "Sustainable Development" and covers three of its national priorities, and it is consistent with six national policies till 2022.				
Key Action(s)	Time Frame	Responsible Unit(s)	Comments	Status
2.1. Cross-reference the national priorities and policies and link it with the programme ultimate outcome	December 2018	UNDP/PAPP's project management team	The programme fulfills the third pillar "Sustainable Development" and covers three of its national priorities (6,7,8) In addition to the direct relation with six national policies (12,15,18,19,21,23)	Completed
Evaluation Recommendation or Issue 3: (recommendations for relevance, n.2)				
It is recommended that certain partnerships be formed to add more value to the programme, examples of these partnerships range from academic, governmental, non-governmental, private sectors and other key players in the educational system.				
Management Response: UNDP/PAPP's project management team to expand the partnership with the NGOs, governmental, academic and private sector				

Key Action(s)	Time Frame	Responsible Unit(s)	Tracking	
			Comments	Status
3.1. Expand the programme local implementing partners to include different constituents through a competitive process to cover the program's different components	December 2018	UNDP/PAPP's project management team	New agreements were signed with three new NGOS	Completed
3.2. Conduct meetings with governmental, academic and private sectors to discuss their expected contributions to the programme.	January - December 2019	UNDP/PAPP's project management team		Still in progress
3.3. Ensure inviting and involvement of the different key stakeholders from the educational system, and ensure their participation in the meetings, roundtables, seminars and workshops	February - December 2019	UNDP/PAPP's project management team		Still in progress
Evaluation Recommendation or Issue 4: (recommendations for efficiency and effectiveness, n.3)				
It is recommended to continue with the institutionalization efforts especially at programme organizational structure and communications				
Management Response: UNDP/PAPP's project management team will utilize possible means to continue with the institutionalization efforts especially at programme organizational structure and communications				
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking	
			Comments	Status
4.1. Prepare a detailed partnership coordination strategy/mechanism, to be shared with and adapted by all stakeholders.	December 2018	UNDP/PAPP's project management team	A detailed partnership coordination strategy/mechanism was developed and agreed between all parties	Completed
Evaluation Recommendation or Issue 5: (recommendations for efficiency and effectiveness, n.5)				
It is recommended to locate all the programme IPs in a single place as a one-stop shop for students				
Management Response: UNDP/PAPP's project management team will ensure locating all IP staff in Al Fakhoora House				
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking	
			Comments	Status
5.1. Locate all IP staff in Al Fakhoora House	December 2018	UNDP/PAPP's project management team		Completed
Evaluation Recommendation or Issue 6: (recommendations for efficiency and effectiveness, n.11)				
It is recommended to develop and share an action plan for the activities with a mechanical map for four-years indicating when activities may take place and the required hours for these activities. In this way, students prepare themselves and are aware of the planned activity ahead of time				
Management Response: UNDP/PAPP's project management team already had a multi-year Gantt chart, and now the programme is updating the project document and the Gantt chart.				
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking	
			Comments	Status

6.1 finalize the revised project document and obtain the donors approval including the Gantt chart for the 4 years	January – December 2019	UNDP/PAPP's project management team	Still in progress
6.2 Sharing the 4 years Gantt chart with the students	July – December 2019	UNDP/PAPP's project management team	Still in progress
Evaluation Recommendation or Issue 7: (recommendations for impact and achievement of results, n.1)			
It is recommended that the impact be carefully measured at different stages after students' graduation while taking into account all other constraints			
Management Response: UNDP/PAPP's project management team will measure progress towards achieving impact according to the programme ultimate outcomes and framework			
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking
			Comments
			Status
7.1. Conduct an internal annual evaluation exercise	February 2019	UNDP/PAPP's project management team	Completed
7.2 Develop a concept note to enhance data-driven decision making	April – July 2019	UNDP/PAPP's project management team	Still in progress
Evaluation Recommendation or Issue 8: (recommendations for impact and achievement of results, n.3)			
It is recommended that the design and implementation of the leadership component be customized for other programme components. In other words, other programme components should learn from the best practices used by the leadership component			
Management Response: UNDP/PAPP's project management team will exchange the implementation experience between the programme different components			
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking
			Comments
			Status
8.1. Conduct a meeting to present lessons learned and best practices among components implementation. And share related documents and toolkits	December 2018	UNDP/PAPP's project management team	The psychosocial activities were implemented in such modality
Evaluation Recommendation or Issue 9: (recommendations for impact and achievement of results, n.7)			
It is recommended that stakeholders be more aware of Al Fakhoora objectives through frequent meetings with the programme management			
Management Response: UNDP/PAPP's project management team will ensure more visibility through the involvement of stakeholders in order to maximize the impact			
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking
			Comments
			Status
9.1. Conduct meetings, roundtables, seminars and workshops for the programme different stakeholders and higher education key players	February - December 2019	UNDP/PAPP's project management team	Still in progress
Evaluation Recommendation or Issue 10: (recommendations for impact and achievement of results, n.8)			
It is recommended that the programme hold more round tables, seminars, workshops to influence higher education and institutions policies			
Management Response: UNDP/PAPP's project management team will ensure holding more round tables in order to influence higher education policies			
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking
			Comments
			Status
10.1. Conduct roundtables, seminars and workshops for the programme different stakeholders and higher education key	February - December 2019	UNDP/PAPP's project management team	Still in progress

players			
Evaluation Recommendation or Issue 11: (recommendations for impact and achievement of results, n.9)			
It is recommended that the PMU to recruit an external consultant to develop and publish papers related to the programme's methodology and impact after the approval of the programme management			
Management Response: UNDP/PAPP's project management team to work on knowledge production and publication			
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking
			Comments
			Status
11.1. Conduct research and paper production and publication	February 2019 - December 2020	UNDP/PAPP's project management team	Still in progress
Evaluation Recommendation or Issue 12: (recommendations for impact and achievement of results, n.10)			
It is recommended that the PMU and the evaluation team to organize a conference on Dynamic Futures experience and aspirations			
Management Response: UNDP/PAPP's project management team to work on knowledge production and publication			
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking
			Comments
			Status
12.1. Conduct inspirational conference	February 2019	UNDP/PAPP's project management team	Completed
Evaluation Recommendation or Issue 13: (recommendations on sustainability, n.1)			
It is recommended to focus more on capacity building due to its guaranteed lifelong impact			
Management Response: UNDP/PAPP's project management team will focus on building the capacity of the students			
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking
			Comments
			Status
13.1. Continue providing the students with the capacity building programmes	June 2017	UNDP/PAPP's project management team	Completed
Evaluation Recommendation or Issue 14: (recommendations on sustainability, n.2)			
It is recommended to adapt the economic empowerment component design with a new approaches and modalities such as the freelancing, E-work, and entrepreneurship activities			
Management Response: UNDP/PAPP's project management team will revisit the economic empowerment design and will adapt new approaches			
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking
			Comments
			Status
14.1. Revisit the economic empowerment component design, development of a third phase which includes the e-work component	January - April 2019	UNDP/PAPP's project management team	Completed
Evaluation Recommendation or Issue 15: (recommendations on sustainability, n.3)			
It is recommended that more visibility activities be performed in such a way that interested parties may copy the programme activities/practices. High visibility shown the success would certainly encourage donors to support other similar activities			
Management Response: UNDP/PAPP's project management team will enhance the visibility of the programme			
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking
			Comments
			Status
15.1. Enhance the visibility of Al Fakhoora House and perform more visibility for the programme	January - December 2019	UNDP/PAPP's project management team	Initiated
Evaluation Recommendation or Issue 16: (recommendations on communication and media, n.1)			
It is recommended that attention be paid to the programme' website to include information on the upcoming activities, documentation of previous activities,			

students, alumni, committee members' portfolios, information on the programme committees, and bylaws				
Management Response: UNDP/PAPP's project management team will create a new website for the students and alumni				
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking	
			Comments	Status
16.1. Develop and update the programme website, and operate the alumni portal	February - September 2019	UNDP/PAPP's project management team		Still in progress
Evaluation Recommendation or Issue 17: (recommendations on communication and media, n.2)				
It is recommended that the internal communication channels that are used between the programme and the beneficiaries also stakeholders to be strengthened and enhanced				
Management Response: UNDP/PAPP's project management team will utilize possible means to continue with the institutionalization efforts especially at programme organizational structure and communications				
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking	
			Comments	Status
17.1. Prepare a detailed partnership coordination strategy/mechanism, to be shared with and adapted by all stakeholders.	December 2018	UNDP/PAPP's project management team	A detailed partnership coordination strategy/mechanism was developed and agreed between all parties	Completed
Evaluation Recommendation or Issue 18: (recommendations on communication and media, n.3)				
It is recommended that media coverage be designed in such a way to maximize reaching relevant audiences				
Management Response: UNDP/PAPP's project management team will enhance the media coverage				
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking	
			Comments	Status
18.1 update and finalize the communication plan	December 2018 – February 2019	UNDP/PAPP's project management team		Completed
Evaluation Recommendation or Issue 19: (recommendations on communication and media, n.4)				
It is recommended that the programme be familiarized with the stakeholders' expectations from the communication and media channels				
Management Response: UNDP/PAPP's project management team will utilize possible means to continue with the institutionalization efforts especially at programme organizational structure and communications				
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking	
			Comments	Status
19.1. Prepare a detailed partnership coordination strategy/mechanism, to be shared with and adapted by all stakeholders.	December 2018	UNDP/PAPP's project management team	A detailed partnership coordination strategy/mechanism was developed and agreed between all	Completed

				parties	
Evaluation Recommendation or Issue 20: (recommendations on communication and media, n.7)					
It is recommended that the reporting continues at the highest level and contains further analysis of collected data					
Management Response: UNDP/PAPP's project management team will utilize possible means to the highest level in the reporting					
Key Action(s)	Time Frame		Responsible Unit(s)	Tracking	
				Comments	Status
20.1 preparing the second semiannual report and template c 2018	January 2019		UNDP/PAPP's project management team		Completed
Evaluation Recommendation or Issue 21: (recommendations on institutionalization, n.1)					
It is recommended that workshops be held to give an overview of the programme objectives, status, progress, outcomes, impact etc. to relevant stakeholders					
Management Response: UNDP/PAPP's project management team will focus on building the capacity of the IP staff					
Key Action(s)	Time Frame		Responsible Unit(s)	Tracking	
				Comments	Status
21.1. Conduct a capacity building programmes for the IP staff	January - July 2019		UNDP/PAPP's project management team	In December 2018 this action has been started through providing a leadership training, then with the psychosocial support training and will be continued	Still in progress
Evaluation Recommendation or Issue 22: (recommendations on institutionalization, n.2)					
It is recommended to continue holding frequent meetings with stakeholders to introduce/update them with the programme achievements					
Management Response: UNDP/PAPP's project management team will continue holding frequent meetings with different stakeholders					
Key Action(s)	Time Frame		Responsible Unit(s)	Tracking	
				Comments	Status
22.1 Conduct meetings with the technical committee	February – June 2019		UNDP/PAPP's project management team		Still in progress
22.2. Conduct meetings, roundtables, seminars and workshops for the programme different stakeholders and higher education key players	February - December 2019		UNDP/PAPP's project management team		Still in progress
Evaluation Recommendation or Issue 23: (recommendations on institutionalization, n.3)					
It is recommended to develop a clear stakeholder manual similar to that of the student handbook					
Management Response: UNDP/PAPP's project management team will develop clear ToRs and manual for the different stakeholders					
Key Action(s)	Time Frame		Responsible Unit(s)	Tracking	
				Comments	Status
23.1 Develop stakeholder's and committees ToRs	February - July 2019		UNDP/PAPP's project management team		Still in progress

Evaluation Recommendation or Issue 24: (recommendations on institutionalization, n.4)				
It is recommended to discuss the programme different committees TORs with the relevant stakeholders				
Management Response: UNDP/PAPP's project management team will develop clear ToRs and manual for the different stakeholders				
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking	
			Comments	Status
24.1 Develop stakeholder's and committee's manual	February - July 2019	UNDP/PAPP's project management team		Still in progress
Evaluation Recommendation or Issue 25: (recommendations on institutionalization, n.5)				
It is recommended to transfer all payments to partners and students on time				
Management Response: UNDP/PAPP's project management team will revise the cash transfer and agree on new schedule				
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking	
			Comments	Status
25.1 Prepare and finalize the revised project documents including updating the payments cash transfer	January – July 2019	UNDP/PAPP's project management team		Initiated
Evaluation Recommendation or Issue 26: (recommendations on institutionalization, n.6)				
It is recommended that the programme identify the weak points in term of institutionalization, rank them, and introduce proper interventions				
Management Response: UNDP/PAPP's project management team will utilize possible means to continue with the institutionalization efforts especially at programme organizational structure and communications				
Key Action(s)	Time Frame	Responsible Unit(s)	Tracking	
			Comments	Status
26.1. Prepare a detailed partnership coordination strategy/mechanism, to be shared with and adapted by all stakeholders.	December 2018	UNDP/PAPP's project management team	A detailed partnership coordination strategy/mechanism was developed and agreed between all parties	Completed