UNITED NATIONS DEVELOPMENT PROGRAMME

# Multi-Year Work Plan [[1]](#footnote-1)[[2]](#footnote-2)

*All anticipated programmatic and operational costs to support the project, including development effectiveness and implementation support arrangements, need to be identified, estimated and fully costed in the project budget under the relevant output(s). This includes activities that directly support the project, such as communication, human resources, procurement, finance, audit, policy advisory, quality assurance, reporting, management, etc. All services which are directly related to the project need to be disclosed transparently in the project document.*

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **EXPECTED OUTPUTS** | **PLANNED ACTIVITIES** | **Planned Budget by Year** | | | | **RESPONSIBLE PARTY** | **PLANNED BUDGET** | | |
| Y1 | Y2 | Y3 | Y4 | Funding Source | Budget Description | Amount |
| **Output 1:**  *Gender marker:* | * 1. Activity |  |  |  |  |  |  |  |  |
|  |  |  |
| 1.2 Activity |  |  |  |  |  |  |  |  |
|  |  |  |
|  |  |  |
| 1.3 Activity |  |  |  |  |  |  |  |  |
| MONITORING |  |  |  |  |  |  |  |  |
| **Sub-Total for Output 1** | | | | | | | |  |
| **Output 2:**  *Gender marker:* | 2.1 Activity |  |  |  |  |  |  |  |  |
| 2.2 Activity |  |  |  |  |  |  |  |  |
| 2.3 Activity |  |  |  |  |  |  |  |  |
| MONITORING |  |  |  |  |  |  |  |  |
| **Sub-Total for Output 2** | | | | | | | |  |
| **Evaluation** *(as relevant)* | EVALUATION |  |  |  |  |  |  |  |  |
| **General Management Support** |  |  |  |  |  |  |  |  |  |
| **TOTAL** |  |  |  |  |  |  |  |  |  |

1. Cost definitions and classifications for programme and development effectiveness costs to be charged to the project are defined in the Executive Board decision DP/2010/32 [↑](#footnote-ref-1)
2. Changes to a project budget affecting the scope (outputs), completion date, or total estimated project costs require a formal budget revision that must be signed by the project board. In other cases, the UNDP programme manager alone may sign the revision provided the other signatories have no objection. This procedure may be applied for example when the purpose of the revision is only to re-phase activities among years. [↑](#footnote-ref-2)