Programme Document

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| eTools Reference No. |  | |
| Document Type | Regular Programme Document  Simplified Programme Document  (Humanitarian)  (Contingency) | |
| UNICEF Office |  | |
| Organization Name |  | |
| Programme Title |  | |
| Planned duration | Start date: | End date: |
| Geographical coverage |  | |
| Budget | UNICEF Cash: Supplies: Capacity-Strengthening cost: Total: | |
| Partner Cash: Supplies: Total: | |
| Total | Currency: Total: | |

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| **Strategy** |
| **Context:** |
| **Implementation Strategy & Technical Guidance:** |
| **Capacity Development:** |
| **Other Partners** **involved**: |
| **Other:** |

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| **\* Gender, Equity and Sustainability *(optional for Simplified Programme Document)***  This section briefly mentions the importance and practical measures taken in the programme to address gender, equity and sustainability considerations |
| **Gender Rating:** None **;** Marginal **;** Significant **;** Principal  *Narrative*: |
| **Equity Rating:** None **;** Marginal **;** Significant **;** Principal  *Narrative*: |
| **Sustainability Rating:** None **;** Marginal **;** Significant **;** Principal  *Narrative*: |

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| **\* Risk & Proposed Mitigation Measures *(optional for Simplified Programme Document****)*  Programme interventions may encounter a variety of risks. This field outlines key risks identified and proposed mitigation measures. These risks should inform programme design and monitoring. | |
| Social & Environmental: | *Proposed Mitigation Measures:* |
| Financial: | *Proposed Mitigation Measures:* |
| Operational: | *Proposed Mitigation Measures:* |
| Organizational: | *Proposed Mitigation Measures:* |
| Political: | *Proposed Mitigation Measures:* |
| Strategic: | *Proposed Mitigation Measures:* |
| Safety & security: | *Proposed Mitigation Measures:* |

| **Workplan Result** | | | | | |
| --- | --- | --- | --- | --- | --- |
| Result statement | Performance indicator/s  *Disaggregation* | Location | Baseline | Target | Means of Verification |
| Corresponding output from Country programme/ Humanitarian Response Plan | - Corresponding RAM indicator  - Xxx |  |  |  |  |
| Programme document Output 1  Service or product resulting from the programme | List each indicator in a separate line  *Gender (Male; Female; other)* |  |  |  |  |
|  |  |  |  |  |
| Programme document Output 2 |  |  |  |  |  |
|  |  |  |  |  |

| Result Level | Result/activity | Timeframe | Total (CSO+ UNICEF) [currency] | CSO Cash contribution | UNICEF Cash Contribution |
| --- | --- | --- | --- | --- | --- |
| Prog. Output 1: | Country programme Output  Programme document output | | Sub-total output 1 | Sub-total output 1 | Sub-total output 1 |
| Act 1.1 | Activity statement | Q1 ; Q2 Q4 |  |  |  |
| Input | Input level budget 1 |  |  |  |  |
|  | Input level budget 2 |  |  |  |  |
| Act 1.2 | Activity statement |  |  |  |  |
| Sub-total for the outputs | | |  |  |  |
| Prog. Output | Effective and efficient programme management | | Sub-total output 4 | Sub-total output 4 | Sub-total output 4 |
| Act 4.1 | In-country management & support |  |  |  |  |
| Act 4.2 | Operational costs |  |  |  |  |
| 4.3 | Planning, monitoring, evaluation, and communication |  |  |  |  |
| Sub-total for programme costs | | |  |  |  |
| Capacity strengthening cost (7%) | | |  |  |  |
| Total Cash budget | | |  |  |  |

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| **Supply Contribution Plan** | | | | |
| **Item Details** | **Provided by** | **No. of units** | **Price/unit** | **Total Price** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Total Supply cost** |  | | | |

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| **Others** | |
| **\***[[1]](#footnote-2)Partner non-financial contribution *(optional for Simplified Programme Document)* |  |
| Cash Transfer modality | DCT; Reimbursement; Direct Payment |
| Activation Protocol for Contingency SPD |  |
| Additional reporting required (*Special report/Humanitarian Reports)* | *Report type and frequency:* |
| Programmatic Visits |  |

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| Signatures and date | |
| CSO Authorised Name:  Signature:  Date: | UNICEF Authorised Name:  Signature:  Date: |

1. \* Nonmandatory section/fields for SPD (Simplified Programme Document) [↑](#footnote-ref-2)