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GOVERNANCE FOR INCLUSIVE GROWTH PROGRAM (GIG)

YEAR 2 WORK PLAN

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Hanoi, Vietnam

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ACRONYMS

AC	Anti-corruption
ADB	Asian Development Bank
APD	Academy for Policy Development, MPI
APS	Annual Program Statement
AWP	Annual Work Plan
BCI	Business Consortium for Innovation
CDI	Center for Development and Integration
CDP	Counterpart direct procurement
CEPEW	Centre for Education Promotion and Empowerment of Women
CFAW	Committee for the Advancement of Women
CIDA	Canadian International Development Agency
CIEM	Central Institute for Economic Management
CITES	Convention on International Trade in Endangered Species
CPP	Contract Performance Plan
CSIP	Center for Social Innovation Promotion
CSO	Civil society organization
CWT	Combatting wildlife trafficking
DFAT	Department of Foreign Affairs and Trade, Australia
DQA	Data quality assessment
DTA	Direct technical assistance
ESTH	Environment, Science, Technology, and Health, US Embassy
EU	European Union
FARA	Fixed-amount Reimbursement Agreement
FTA	Free trade agreement
FPT	VN private ICT company
GAO	Government Accountability Office
GDA	Global Development Alliance
GDVC	General Department of Vietnam Customs
GIG	Governance for Inclusive Growth
GPAR	Cooperation Group for Governance and Public Administration Reform
GSO	General Statistics Office
GUC	Grants under contract
GVN	Government of Vietnam
HLU	Hanoi Law University
HNEW	Hanoi Association of Women Entrepreneurs
IFC	International Finance Corporation
IIE	Institute for International Education
ILO	International Labour Organisation
ILS	Institute for Legislative Studies, National Assembly
ILS	Institute of Legal Science, Ministry of Justice
iSee	Institute for Studies of Society, Economics, and Environment
JICA	Japan International Cooperation Agency
KRA	Key result area
LAI	Law on Access to Information
LGBT	Lesbian, gay, bisexual, and transgender
LND	Legal normative document

M&E	Monitoring and evaluation
MARD	Ministry of Agriculture and Rural Development
MIC	Ministry of Information and Communications
MOF	Ministry of Finance
MOIT	Ministry of Industry and Trade
MOJ	Ministry of Justice
MOLISA	Ministry of Labor, Invalids, and Social Affairs
MPI	Ministry of Planning and Investment
MP	Member of parliament
MPS	Ministry of Public Security
MUTRAP	Trade Policy and Investment Support Project, EU
NA	National Assembly
NASC	National Assembly Standing Committee
NGO	Nongovernmental organization
OD	Organizational development
OOG	Office of the Government
OSC	Overseas Strategic Consulting
PCD	Partner Capacity Development program, USAID
PCI	Provincial Competitiveness Index
PIRS	Performance indicators reference sheets
PLHIV	People living with HIV
PM	Prime Minister
PMP	Performance Monitoring Plan
PMU	Program Management Unit
PPP	Public-private partnership
PPWG	People's Participation Working Group
QPR	Quarterly Performance Report
RFA	Request for applications
RFP	Request for proposals
RIA	Regulatory impact assessment
ROO	Rules of origin
SAV	State Audit of Vietnam
SME	Small and medium enterprise
SO	Social organization
SOE	State-owned enterprise
SOW	Scope of work
STTA	Short-term technical assistance
TA	Technical assistance
TBT	Technical barrier to trade
TF	Trade facilitation
TFA	Trade Facilitation Agreement
TOT	Training of trainers
TPLC	The Public Law Center at Tulane University
TPP	Trans-Pacific Partnership
UNDP	United Nations Development Programme
USAID	United States Agency for International Development
USG	United States Government
USTR	United States Trade Representative
VBF	Vietnam Business Forum
VCCI	Vietnam Chamber of Commerce and Industry
VJA	Vietnam Journalists Association

WVEC	Vietnam Women Entrepreneurs Council
VWU	Vietnam Women's Union
WB	World Bank
WCO	World Customs Organization
WEN	Wildlife Enforcement Network
WTO	World Trade Organization

A. INTRODUCTION AND BACKGROUND

Driven by USAID's Country Development Cooperation Strategy for Vietnam 2014-2018, the USAID Governance for Inclusive Growth (GIG) program works to make Vietnam's economic growth more inclusive, and its governance more accountable to the people. Toward this goal and led by our prime counterpart the Ministry of Justice (MOJ), GIG supports the mandates of six key counterparts: MOJ, Ministry of Finance (MOF), Ministry of Industry and Trade (MOIT), Ministry of Planning and Investment (MPI), National Assembly (NA), and State Audit Office of Vietnam (SAV). GIG also works extensively with the private sector and civil society organizations (CSOs) to promote the inclusion of groups that historically have not had equality of rights or opportunities.

The GIG program is a five-year contract that began in December 2013 and provides technical assistance, training, institutional strengthening, grants, and other direct support to GVN and non-governmental partners. GIG interventions strengthen policy making, implementation, oversight, performance management, and other aspects of governance at the national and sub-national levels in Vietnam. GIG also promotes greater collaboration among the government, private sector, and CSOs, including social organizations (SOs), research centers, and universities.

Working at the intersection of private-sector-led growth, GVN governance, and citizen engagement, GIG operates through three integrated components:

- Component 1. Improving legal and regulatory frameworks through improved policy-making processes.
- Component 2. Improving accountability of governance institutions.
- Component 3. Improving inclusion and equality for marginalized groups.

Component 1. Improving legal and regulatory frameworks. Activities under this component help improve the quality of laws and regulations by addressing deficiencies in both the flow of new regulations and the stock of existing regulations. GIG supports Vietnam to reform its laws and law making, and to expand meaningful participation of stakeholders in the process.

Component 2. Improving accountability of governance institutions. This component strengthens oversight, accountability, and transparency of public agencies, bringing in nongovernmental and community actors as partners as well as monitors.

Component 3. Improving inclusion and equality for marginalized groups. GIG helps identify and reduce legal and regulatory barriers to growth and welfare for women, ethnic minorities, and other vulnerable groups. Component 3 also helps disadvantaged populations wield influence in policy making and governance arenas.

The program's results framework – a graphical representation of the expected results and key result areas -- is provided on the following page.

Vietnam GIG Results Framework

USAID/Vietnam Country Goal

Vietnam's continued transformation into a responsible, more inclusive partner

Development Objective 1

Project Objective: Governance enhanced to facilitate broader-based, sustainable growth

ER 1

Legal and regulatory framework improved through dynamic, inclusive policymaking process

KRA 1.1

High-quality laws and regulations developed

KRA 1.2

Policy development processes improved

KRA 1.3

Information systems and evidence-based analysis for policymaking improved

KRA 1.4

Transparency of laws and regulations improved

KRA 1.5

Public consultation and stakeholder engagement mechanisms strengthened

KRA 1.6

Innovative partnerships to advance a clear legal and regulatory framework established

ER 2

Accountability of public institutions improved

KRA 2.1

Government oversight processes strengthened

KRA 2.2

Citizen participation in monitoring and evaluating policy implementation strengthened

KRA 2.3

Transparency on policy implementation effectiveness increased

KRA 2.4

Quality of information and analysis for evaluating policy implementation effectiveness improved

KRA 2.5

Quality of the media's reporting on policy implementation improved

KRA 2.6

Innovative partnerships advance improved accountability of public institutions established

ER 3

Inclusion of groups that have historically not had equality of rights or opportunity improved

KRA 3.1

Legal and regulatory barriers for women, ethnic minorities, and other vulnerable groups' equality reduced

KRA 3.2

Women, ethnic minorities, and other vulnerable groups' participation and voice in policy dialogue increased

KRA 3.3

Data and analysis on women, ethnic minorities, and other vulnerable groups' equality improved

KRA 3.4

Access to economic opportunity for women, ethnic minorities, and other vulnerable groups improved

KRA 3.5

Innovative partnerships to advance women, ethnic minorities, and other vulnerable groups' inclusion established

Key

ER - Project Expected Result

KRA - Key Result Area

B. DEVELOPMENT OF GIG'S YEAR 2 ANNUAL WORK PLAN

During the first nine months of GIG, the program team and USAID have built relationships with counterparts and partners, established procedures for providing assistance and delivering services, and launched activities under each component.

Year 2 of GIG – indeed, Years 2-5 – will be different from Year 1 in three main ways. First, the program will be larger in every aspect. As of October 2014, GIG will be in full implementation mode, crafting and executing multiple activities across every component, and with every government counterpart and a host of civil society and private sector partners. The scale of activities and scope of the program will be greatly increased from Year 1. GIG expenditures and staffing will expand accordingly, as detailed below.

Second, program initiatives and component activities will be structured around the high-level priorities of GIG, USAID/USG, GVN, and other stakeholders. The past nine months have yielded a clearer picture of the needs and priorities in Vietnam related to GIG's SOW, and of the opportunities to achieve GIG objectives working with institutions of governance and across Vietnam's society overall. This Annual Work Plan - Year 2 (AWP-2) presents those objectives, the associated program priorities for Year 2, and proposed activities to achieve them.

Third, while GIG is expanding its many policy-focused activities, the program will now connect its interventions to the institutional processes or routines of counterpart and partner organizations, thus enhancing stages of the policy life cycle over the long term.

Reflecting a more unified, objective-driven approach to programming for GIG Years 2-5, the development of AWP-2 followed a clear consultative process, first with USAID and six GVN counterparts, and then within the GIG team and a broader collection of stakeholders. The process involved the following steps:

- Agreement with the MOJ PMU and USAID to produce a single, unified GIG AWP that incorporates GVN-driven activities as well as other program initiatives.
- Request and subsequent review of more than 130 proposed activities from GIG's six GVN counterparts – MOJ, MOF, MOIT, MPI, NA, SAV.
- Individual consultation meetings with each GVN counterpart and USAID to discuss priorities and decisions about activities.
- Submission to the MOJ PMU of the final list of 70 GVN-proposed activities to be included in AWP-2.
- Discussions with other donors and programs, to find opportunities for collaboration and avoid duplication.
- Drafting and submission of the full AWP-2, including activity calendars, monitoring and evaluation (M&E) plan, and staffing and budget plans.

GIG AWP-2 has as its core the activities agreed with the six GVN counterparts. Building on this core, the AWP includes grants to CSOs and associations; subcontracts and commissioned work with local firms and research institutions; USAID- and USG-requested activities in support of priority objectives in areas such as combatting wildlife trafficking, improved trade facilitation, or implementation of the Trans-Pacific Partnership (TPP); and possible collaborations with other USAID-funded programs in Vietnam that intersect with governance and accountability issues.

In all cases, these additional activities are aligned with GIG’s priority objectives, and are crafted to enhance the work planned with GVN and USAID. For example: grants to CSOs for programs that work in parallel to – or that monitor or advocate on – policy implementation by counterpart agencies; provincial pilot locations for a law or regulation GIG supports, based on the prevalence of a targeted marginalized population; or initiatives with business associations to advise on the revision of regulations that impact trade-driven growth.

Section C lays out GIG’s Year 2 program priorities from USAID, GVN, and other stakeholders. Section D specifies planned programs, initiatives, and activities with each counterpart and under each component and key result area. This section includes a summary of GIG’s grants program and information on what other donors and are doing in areas similar to GIG. Section E presents GIG team management processes and staffing for the coming year. Annex A contains the Year 2 Gantt Chart for GVN activities. Annex B presents the Performance Monitoring Plan and detailed indicators table. Annex C presents the management organizational structure.

C. GIG PROGRAM PRIORITIES, YEAR 2

The program priorities listed below encompass the objectives GIG plans to achieve and the activities to be implemented under each component starting in Year 2. They cover GVN-proposed activities plus additional activities described above. They are the practical expression of the GIG Results Framework and the multi-year technical priorities stated by USAID. Efforts to achieve these objectives will feed directly into GIG’s KRAs and M&E indicators. We summarize these program priorities in the table below.

GIG Year 2 Priority Program Objectives
<p>Component 1: Legal & Regulatory Reform</p> <ul style="list-style-type: none"> • Build a transparent and participatory law-making and regulatory process • Enhance competitiveness and the business environment • Improve trade facilitation and prepare for the TPP
<p>Component 2: Governance & Accountability</p> <ul style="list-style-type: none"> • Improve policy development and execution through better oversight processes • Facilitate broad-based growth through effective public financial management • Enhance public policy legitimacy through participation, feedback, and media
<p>Component 3: Inclusive Growth</p> <ul style="list-style-type: none"> • Mainstream inclusion into law-making and governance processes • Address policy and legal barriers to equal development for marginalized groups • Increase the exercising of citizen rights, through awareness and accountability • Pursue inclusive business approaches among GVN, business, and civil society
<p>Cross-cutting Program: Public Outreach</p> <ul style="list-style-type: none"> • Enhance GVN outreach to citizens, businesses, CSOs, and marginalized groups • Improve media’s public policy reporting, for greater transparency and accountability

Among the factors guiding GIG's Year 2 program priorities are several high-level international and bilateral policy imperatives between Vietnam and the United States:

- Vietnam's newly revised Constitution (2013), and the dozens of revised laws and regulations required to put in into effect.
- The TPP free trade agreement, in final stages of negotiation between US and Vietnam, and 10 other Pacific Rim countries.
- Trade Facilitation Agreement, in final stages of negotiation among WTO member countries, per the Bali Ministerial Decision (Bali package).
- GVN Resolution 19 on improving competitiveness and the ease of doing business.
- USAID programmatic priorities for Vietnam, such as biodiversity/combating wildlife trafficking; or other environmental and health policy issues, such as climate change, environmental standards, and pandemic threats.

These priorities set the framework for much of the AWP-2 detail that follows. In addition, they will become the core of our upcoming Annual Program Statement (APS), which the program plans to issue at the beginning of the project year (o/a October 2014; see section D5). This APS will solicit program ideas from CSOs, associations, private sector, and other nongovernment entities, for GIG to review and potentially support through grants and direct technical assistance.

D. DETAILED YEAR 2 WORK PLAN

GIG interventions fall into two categories: 1) activities proposed by the six GVN counterpart agencies and formally agreed by GIG to be included in AWP-2; and 2) activities initiated by GIG that will run in parallel to GVN-agreed activities, and that will expand and enhance the products, the reach, and the outcomes of those activities and their corresponding results. This second category includes activities developed with GVN counterparts as well as those that will emerge from GIG's partnerships with non-GVN actors in Vietnam, from USAID and USG initiatives tied to ongoing policy dialogues and trade negotiations, and from ad hoc needs of GVN agencies beyond our six counterparts.

More specifically, GIG-initiated activities will include grants to CSOs and associations; subcontracts and commissioned work with local firms and research institutions; USAID- and USG-requested activities in support of objectives in areas such as combating wildlife trafficking, improved trade facilitation, or implementation of the TPP; as well as collaborations with other USAID-funded programs in Vietnam that intersect with governance and accountability issues.

In all cases, interventions and activities implemented by GIG will align with the program's results framework and Year 2 priority objectives, as presented in this Annual Work Plan.

Many of the activities in this AWP-2 are well-defined (as of September 2014), while others are in development. The GIG team will continue to work with relevant partners and stakeholders to bring them to fruition (see section E, Program Management).

Planned Year 2 activities will be scheduled across the program year, and many initiatives that address higher-level objectives will continue into Year 3 and beyond, as they evolve to address subsequent stages in the policy life cycles related to each issue – deliberation, enactment, awareness, implementation, monitoring and evaluation, and oversight. The timing of activities is estimated in many cases, and will depend on the progress of laws or policy actions, and on the schedules and carrying capacities of GIG's counterparts and partner organizations. External

factors such the finalization of TPP and TFA agreements will require GIG to remain flexible, shifting resources where they are needed each month.

The Gantt chart in Annex A presents the activities GIG will implement together with its GVN counterparts, including associated activities with other partners that connect with or enhance those core governance interventions. Each counterpart activity contributes to one or more of the KRAs, and in many instances their execution will cut across more than one of GIG's three integrated components. For this reason, the Gantt chart presents activities by counterpart agency, with all relevant KRAs specified for each. The integrated, cross-cutting nature of many GIG initiatives is mirrored by the program team's management and staffing structure, as detailed in section E, below.

GIG-initiated activities that will parallel, expand, and enhance GVN interventions are described in the component subsections below. These GIG-initiated activities are arranged by component and Year 2 priority objectives. As these activities become more clearly defined and readied for implementation, the GIG team will specify counterpart and partner details and KRA information for each intervention.

D1. COMPONENT 1: LEGAL AND REGULATORY FRAMEWORK

Within the overall expected result of improving Vietnam's legal and regulatory framework, the priority program objectives for GIG Component 1 in Year 2 are:

- Build a transparent and participatory law-making and regulatory process
- Enhance competitiveness and the business environment
- Improve trade facilitation and prepare for TPP

Every Component 1 activity included in this AWP-2 contributes to these functional objectives. Each activity also connects with one or more of the KRAs in the GIG Results Framework (see section A, above, and Annex B: M&E Plan).

A significant portion of the Component 1 work in Year 2 will fall under the high-level policy imperatives presented in section C above: implementation of Vietnam's new Constitution and Resolution 19, and preparation for and initial implementation of the TPP and TFA pacts. While GIG's Component 1 team is tasked with looking at Vietnam's legal and regulatory frameworks overall, it will be most effective if the program's efforts focus on these policy frameworks, since they can have a transformational impact on socioeconomic development at the national and local levels. Planned Component 1 activities from GVN counterparts reflect these priorities as well.

In particular, the scope of the TPP offers enormous potential – as well as significant needs – in terms of Vietnam's legal framework and implementing agency capacity. In Year 2, GIG will take a forward-leaning stance toward the TPP. In addition to activities that directly address TPP preparation or expected aspects of implementation, our team will look for ways to align our development assistance efforts with the provisions and benefits of the TPP vis-à-vis the objectives of greater and more inclusive growth. Based on discussions with USAID and USTR on TPP priorities, we are including space in AWP-2 to pursue the following sample activities, as presented in the Component 1 Gantt chart:

- Textile/rules-of-origin M&E system, working through Vietnam Customs as an entry point through GIG's broader trade facilitation assistance.
- Combatting wildlife trafficking enforcement, building on Vietnam's Wildlife Enforcement Network and regional initiatives.
- Labor chapter support, working with the NA, Hanoi Law University, and the MOJ, with possible engagement of MOLISA related to TPP compliance.

In addition to the TPP, trade facilitation will be a priority area in Year 2 and beyond, with the TFA provisions and Resolution 19 targets for customs as a guiding framework, and dedicated funding from USAID driving selected program targets and indicators. Details of this initiative will emerge out of an overall customs/TF work plan, which the GIG team will develop together with technical experts and Vietnamese and US stakeholders during the initial months of Year 2.

Within the broad TF initiative, GIG will help establish and support an alliance of private sector actors (businesses, associations, chambers) to address policy reforms for trade facilitation, under the framework of TFA, Resolution 19, and other laws. A key objective of this initiative will be the creation of a mechanism for sustained private sector engagement on TF. GIG will develop road map for core organizing group and alliance membership, working with AmCham, VCCI, leading businesses in Vietnam (national, US, international), and USG stakeholders as appropriate. (This TF Alliance initiative is described as well in section D6, Innovative Partnerships.) Once established, GIG will use dedicated USAID funds to provide TA on specialized policy reforms identified through the alliance that are related to implementing provisions of international and national mandates related to TF.

The table below presents actual and potential GIG-initiated activities to be implemented in Year 2 under Component 1. These activities will enhance or expand counterpart activities, and will engage non-government partners to help achieve the policy, accountability, and inclusive growth goals of the program. Additional details are provided in Annex A, Gantt chart.

GIG-Initiated Activities in Year 2, Component 1

Build a transparent and participatory law-making process

- Develop networks of lawyers, economists, business associations, and CSOs to participate in policy making. Align with relevant GIG policy efforts.
- Build capacity for evidence-based policy advocacy for associations and CSOs to enable them to participate in policy making.
- Expand media coverage of key policy issues, through incentives and capacity support.
- Engage law firms to provide inputs to law and regulation drafts and revisions.
- Develop tools and programs to increase effectiveness of notice and comment periods for laws or regulations, and to increase effective voices of non-state sectors in policy making.
- Promote e-rule making by GVN; explore websites that post rules and comments, similar to the www.regulations.gov in the U.S.
- Support membership mobilization and advocacy initiative with VCCI, working with national secretariat as well as selected regional members (possible TA and/or grant). Focus on two levels: 1) internal structures and systems for effective policy advocacy (constituencies, research, outreach, membership, GVN engagement, et al.); and 2) program implementation on selected policy topic that GIG is addressing through support for a stakeholder coalition.
- Explore possible ad hoc support to the Office of Government to engage with GIG's legal and regulatory reform activities, support open government initiatives, and take part in communications related to implementing Resolution 19.

Enhance Vietnam's competitiveness and business environment

- Support the Tax Consulting Association (TA, subcontract, grant) to work with CIEM and the Tax and Customs Departments to advance implementation of Resolution 19 on reducing times for paying tax and trading across borders.
- Engage VCCI as a key private sector voice in customs and TF dialogues and activities, in Hanoi (policy level) and regions, especially HCMC. Draw on experiences of VCCI members and tap survey data to identify bottlenecks and move toward better practices.
- Support private think tanks to work with GIG's GVN counterparts on policy issues to increase Vietnam's competitiveness. Build on the FTA/TPP preparation and evaluation activities with GVN counterparts (NA, MOF, MOIT; see Gantt chart) by working with private sector and CSO stakeholders to compile impact data for FTA provisions. Commission research and associated position papers from interested think tanks and CSOs, through a potential "VN Policy Network for Free Trade."
- Support CSOs, think tanks, associations, or others to collaborate with GVN/NA or to work on their own to track and analyze laws to implement the new Constitution, including collaboration with the newly established Advisory Council on Review of Laws and Ordinances, under the MOJ. Follow up www.hienphap.net website, previously used to gather comments on Constitutional amendments.

Improve trade facilitation and prepare for TPP

- Support a private sector-led TFA committee to engage in policy dialogue with GVN on trade facilitation, in coordination with AmCham, VCCI, and other business associations. Disseminate TFA information via the VCCI website.
- Support GVN and business associations to develop a monitoring tool to ensure compliance with TPP requirements on ROO and other key issues.
- Support NGOs or CSOs working on labor & environment issues related to TPP.

D2. COMPONENT 2: GOVERNANCE AND ACCOUNTABILITY

Within the overall expected result of improving governance and accountability, the priority program objectives for Component 2 in Year 2 are:

- Improve policy development and execution through better oversight processes
- Facilitate broad-based growth through effective public financial management
- Enhance public policy legitimacy through participation, feedback, and media

Every Component 2 activity included in this AWP-2 contributes to these functional objectives. Each activity also connects with one or more of the key result areas in the GIG Results Framework (see section A, above, and Annex A: M&E Plan).

A significant portion of the Component 2 work in Year 2 will fall under the high-level policy imperatives of Vietnam’s new Constitution – in particular, provisions related to accountability and transparency, and the role of citizens or organizations in monitoring state agency performance – i.e., oversight. In addition, the collective desire for a better managed, more transparent budget process offers opportunities for GIG to realize significant impacts on critical issues of accountability and information access. Many of the activities proposed by counterparts such as the NA and SAV reflect these priorities, and GIG’s own activities proposed under this component seek to build on this interest by engaging research and policy institutions, CSOs, and private sector associations to work with the relevant governance bodies.

The table below presents actual and potential GIG-initiated activities to be implemented in Year 2 under Component 2. These activities will enhance or expand counterpart activities, and will engage non-government partners to help achieve the policy, accountability, and inclusive growth goals of the program. Additional details are provided in Annex A, Gantt chart.

GIG-Initiated Activities in Year 2, Component 2
<p>Improve policy development and execution through better oversight</p> <ul style="list-style-type: none"> • Inform NA policy development and evaluation through partnerships with universities and think tanks, connecting them directly to NA and its committees. • Support policy advocacy, monitoring, and skills development of CSO networks such as the Cooperation Group for Governance and Public Administration Reform (GPAR), to address issues such as budget transparency, governance effectiveness, or anti-corruption efforts. • Support and expand GIG’s multi-pronged initiative to increase transparency and ensure open access to information on policies and governance. (See Components 1 & 3 and Public Outreach component.) Partner with and support NGOs or CSOs who generate data and analyses on policy implementation.
<p>Facilitate broad-based growth through effective public financial management</p> <ul style="list-style-type: none"> • Improve audit quality by tapping private sector data and inputs through VCCI or associations such as the Vietnam Association of Certified Accountants. Engage at the provincial level to inform efforts to bolster state auditing and public finance reforms. Support initiatives to disclose public audit results and review policy effectiveness.

GIG-Initiated Activities in Year 2, Component 2
<ul style="list-style-type: none"> • Support CSOs (TA, grants) to monitor state budget expenditures and release information to stakeholders and media. Using the Open Budget Index as a foundation, organizations such as CDI could provide technical expertise and facilitate information sharing.
<p>Enhance public policy legitimacy through participation, feedback, and media</p> <ul style="list-style-type: none"> • Support enhanced media reporting on policy issues by facilitating partnerships between VJA, MOIC, or selected CSOs and the NA Information Department. In parallel with GIG's planned journalist trainings, support GIG will develop and support delivery of media relations training for GVN counterpart spokespersons. • Support selected GVN, CSO, and private sector initiatives to bolster anti-corruption efforts, with a focus on transparency, accountability, and oversight, and open access to information. Fund and advise AC grant programs in response to the Year 2 APS. Coordinate with AC donor group, coordinating with the Vietnam Integrity Alliance, and Towards Transparency. • Support local citizen groups to participate in constituent outreach program with the NA Petitions and Complaints Department (see Gantt chart). Citizen groups to meet MPs and monitor initial responses (promises) and follow-up. • Explore partnership with universities and professional associations to support skills development to improve audit quality in Vietnam, in partnership with SAV. • Facilitate operations of a CSO-private sector network to monitor implementation of new Constitutional provisions – new rights and obligations, and their enforcement. Integrate with GIG initiatives to disseminate information and analysis, and to engage decision makers on laws and regulations as they apply to marginalized populations.

D3. COMPONENT 3: INCLUSIVE GROWTH

Within the overall expected result of ensuring more inclusive growth in Vietnam, the priority program objectives for Component 3 in Year 2 are:

- Mainstream inclusion into lawmaking and governance processes
- Address policy and legal barriers to equal development for marginalized groups
- Increase the exercising of citizen rights, through awareness and accountability
- Pursue inclusive business approaches among GVN, business, and civil society

Every Component 3 activity included in this AWP-2, and laid out in the Component 3 Gantt chart in Annex A, contributes to these functional objectives. Each activity also connects with one or more of the key result areas in the GIG Results Framework (see section A, above, and Annex A: M&E Plan).

Under GIG's Inclusive Growth component in Year 2, much of the work will revolve around achieving greater inclusion of citizens in general – and targeted constituent groups in particular – within the *processes* of governance. The long-term, program-level goals of inclusive growth and broad-based development benefits depend on inclusive policy making and inclusive awareness about laws, regulations, and rights. Component 3 will focus on these aspects of the governance system in Vietnam, drawing on the provisions of the Constitution where useful, and bringing in actors from outside government to achieve key results related to inclusion. GIG will implement inclusive governance activities with all six GVN counterparts, as appropriate, as well as a range of non-government actors.

The table below presents several examples of possible Component 3 initiatives with non-government organizations that GIG will pursue in parallel to AWP activities and objectives with GVN counterparts. GIG staff have opened discussions with these organizations to develop program ideas that link with other initiatives planned for Year 2. These activities will enhance or expand the impact of counterpart activities, and will engage non-government partners to help achieve the policy, accountability, and inclusive growth goals of the program. In addition, many activities planned under Components 1 and 2 address inclusive growth approaches, as described in this AWP-2.

GIG-initiated Activities in Year 2, Component 3, with Potential Partners
<p>Vietnam Women Entrepreneurs Council (VWEC)</p> <ul style="list-style-type: none"> • Preparation of VWEC Development Strategy 2020, enhancing VWEC’s vision and mission. • Development of a VWEC Communications Strategy. • Membership and database development as a basis for mobilization and advocacy. • Forums and capacity-building workshops on policy advocacy and trade integration challenges for women-led enterprises and enterprises with high numbers of women workers, e.g., textiles and garments. Focus on TPP/FTA impacts and tax, customs, non-tariff barriers.
<p>Hanoi Association of Women Entrepreneurs (HNEW), with Vietnam Women’s Union</p> <ul style="list-style-type: none"> • Policy advocacy forum and the role of women entrepreneurs in policy development, as related to business and economic policies. • Learning dialogues on governance and economic policy topics for SMEs led by women, including policy information availability and access.
<p>Inclusive business, with CSOs and local enterprises</p> <ul style="list-style-type: none"> • Policy dialogues and advocacy or awareness support to business leaders from ethnic minority communities, in collaboration with CSOs, VCCI, or other associations. • Research and dissemination of models for successful inclusive business, taking examples from partner associations and constituencies. • Dissemination of key lessons from executives of enterprises that are formed by or for poor ethnic communities. Experience-based training and capacity building: materials and delivery. • Engagement of ethnic minority or LGBT-focused enterprises with broader network groups working with GIG, e.g., VWEC, VCCI, and sector-based associations.
<p>Open Government coalition, Law on Access to Information</p> <ul style="list-style-type: none"> • Support to a CSO-private sector coalition advocating for a meaningful Law on Access to Information. Engage GVN agencies (MOJ, NA, MIC) addressing the law and issues. • Work with local organizations to prioritize access and awareness issues among marginalized populations in target regions. • Follow up the Survey on Access to Information for Ethnic Minorities, ongoing through GIG. • Work with media as part of a possible coalition, and to provide expert advice and inputs into deliberations and coalition planning.
<p>The Asia Foundation and institutional partners</p> <ul style="list-style-type: none"> • Assistance to or parallel engagement with The Asia Foundation’s support to a social policy research (think tank) network for evidence-based policy analysis for law development by GVN and NA. Build research and RIA skills.

GIG-initiated Activities in Year 2, Component 3, with Potential Partners
<p>CSO advocacy skills development: bill drafting and communications</p> <ul style="list-style-type: none"> • Build on bill drafting and public communications TA and training for GVN counterparts, to include CSO partners in these key policy advocacy capacities. Combine with activities already agreed in GIG AWP-2.
<p>Policy and legislative forums: legal barriers to inclusive and equal development</p> <ul style="list-style-type: none"> • Work through forums with GVN, private sector, and CSO stakeholders, per agreed activities with NA Library and other counterparts. Focus discussions on specific law- and regulation-based barriers to equal opportunity and access for marginalized populations. Hold forums in regions as well as at the national level. Possible grant to CSO or network to develop and convene a forum series on Component 3 priority topics. Connect to subsequent advisory and legal drafting assistance for circulars, decrees, and laws through agreed AWP-2 activities.

In addition to the direct technical assistance (DTA) and skills development described above, the GIG grants program for non-government organizations (CSOs, associations, et al) will be a significant part of achieving Component 3 objectives, as detailed in section D5 below.

D4. CROSS-CUTTING: PUBLIC OUTREACH

In order to enhance the achievement of GIG’s three component-based expected results, the priority objectives for public outreach work in Year 2 are:

- Enhance GVN outreach to citizens, businesses, CSOs, and marginalized groups
- Improve media’s public policy reporting, for greater transparency and accountability

Every public outreach activity included in this AWP-2 contributes to these functional objectives. Each activity also connects with one or more of the key result areas in the GIG Results Framework (see section A, above, and Annex A: M&E Plan).

As detailed in the preceding sections, every GIG component has objectives and activities that center around public awareness, information dissemination, and proactive engagement of stakeholders in policy and governance processes. Public outreach by GIG counterparts and partners is an essential part of achieving these objectives. The Gantt chart for Year 2 activities already includes public outreach and other cross-cutting activities that are part of agreed GVN interventions. GIG-initiated activities that will parallel, expand, and enhance GVN activities include those listed below. As activities are specifically defined and readied for implementation, the GIG team will assign relevant counterpart/partner details and KRA information for each intervention.

- Facilitate and strengthen a coalition advocating for a Law on Access to Information (LAI) in coordination with the People’s Participation Working Group (PPWG), a working group focused on advocacy of LAI, coordinated by the Centre for Education Promotion and Empowerment for Women (CEPEW). Work with PPWG’s LAI project, which plans to coordinate government, CSOs, media and citizens in advocacy for LAI. PPWG is targeting lawmakers, particularly the drafting team of LAI headed by MOJ, and the NA Committee on Legislation. In coordination with PPWG, support platform for civil society, media and GVN to consult on LAI, and support GVN in drafting of LAI. (Work with Components 1 and 3, CEPEW and PPWG, other CSOs, and media.)

- Support improved dissemination of government information and data to stakeholders through improved GVN websites. Assess existing GVN online platforms with focus on GIG priority areas (legislative reform, TPP, citizen consultation in public policy making). Assess how laws and regulations are disseminated on GVN websites and provide recommendations on how to better collect and analyze public feedback on draft laws, as well as ministry regulations. Upgrade IT systems for posting drafting comments. Support improved web pages, facilitate improved information sharing, and appropriate communication of information. (Work with Component 2, NA, MOIT, media.)
- Build the communications capacity of VWEC to improve dissemination of information to members and citizens. Assess capacity of communications team and resources. Train staff in media management, development of communications strategy and tools. (Work with Component 2 and media).
- Advise GVN counterparts on their development of communications strategies targeting ethnic minority groups. Based on Ethnic Minority Access to Information research findings (ongoing under GIG), develop public education campaign focused on communicating priority issues with ethnic minorities. Develop communications tools for GVN to engage ethnic minorities and marginalized groups in meaningful communication. (Work with Component 3, NA Ethnic Minority Council, media.)
- Enable SOs to conduct journalism training to improve transparency of laws and regulations. Engage social organizations to conduct training for journalists in reporting skills. Engage social organizations to conduct workshops for journalists on reporting public policy making, implementation and evaluation; and other GIG priority areas. Priority for journalists reporting on NA activity, TPP, and other GIG priority areas. (Work with Component 3, SOs, MIC, and VJA.)

D5. GIG GRANTS UNDER CONTRACT, YEAR 2

GIG will work extensively through CSOs and other non-government groups by providing grants under contract (GUC) to organizations for activities that align with AWP-2 objectives. The program team will develop broad grant-making capabilities that touch on all components. Complementing core DTA activities and program objectives, the GUC portfolio will implement grant concepts drawn from a diverse group of CSO and private sector stakeholders. GIG grants will have a particular focus on increasing participation of citizens and marginalized populations, and we will design them to address areas – policy, geographic, demographic – where greater inclusion is most needed.

GIG plans to issue an APS for each program component at the beginning of Year 2 (and in subsequent years) that outlines the topical areas the program seeks to support through grants, based on technical priorities and desired results as expressed in this AWP-2. The component priorities listed in the table on page 4 will form the core of these documents. Through the APS, GIG will solicit from CSOs and the private sector a variety of creative approaches to addressing priority areas for consideration throughout the year. As needed, the team will adjust the APS documents or issue new calls for ideas based on rolling assessments of priorities, external developments (e.g., signing of TPP), or identification of cross-cutting priorities such as public communications activities.

GIG will also continue to generate competed proposals through the release of additional Requests for Applications (RFAs). The program will use RFAs for solicitation of targeted activities, issuing them when specific needs arise. RFAs will request customized proposals to meet an identified need or objective, thus streamlining the competitive process and ensuring tailored grants are responsive to program opportunities.

In certain instances, GIG will also engage grantees through a non-competed or unsolicited award. In these instances, GIG will identify the reasons why a potential grantee or concept is uniquely suited for award. This mechanism will be reserved for proven grantees and will be used to address programmatic needs that are clearly defined and can be met by a potential grantee's unique expertise or experience.

Based on the objectives and priority programs contained in this AWP-2, illustrative grant topics GIG might support include:

- Assessment of and advocacy on policy issues and legal barriers related to the socioeconomic development for marginalized populations. Dissemination to and mobilization of public and private stakeholders.
- Identification and dissemination of effective examples or models of inclusive business approaches targeting poor women and ethnic minority communities.
- Innovative partnerships among the public sector, private sector, CSOs, and/or researchers to address community issues such as employment opportunities under FTA regimes or other priority policy topics.
- Programs to help citizens understand how they can make full use of the law to ensure local government accountability and adherence to ethical behaviors.
- Open government and access to information coalition building and advocacy, aligned with GIG policy efforts in these areas.
- Network development and membership mobilization for VCCI and its constituent enterprises and associations nationwide, and in selected provinces that align with GIG initiatives under all components. Support for core network management functions within VCCI HQ, plus issue-specific advocacy development support in affected localities.

With USAID concurrence, GIG plans to issue its Year 2 APS by the end of October, and to start signing new grant agreements in the second quarter.

In addition to advising and overseeing grant programs funded by GIG, the Component 3 team will provide ongoing assistance to CSO and other grantees through ad hoc planning and organizational development advice and capacity building, including for core advocacy-related topics such as research, constituency building, membership and network development, et al. This assistance will be led by the full-time program managers and grants officers on the GIG team, with topical experts brought in as needed.

For more general organizational development (OD) assistance to grantees, GIG will work with the USAID-funded Partner Capacity Development (PCD) program, implemented by the Institute for International Education, to conduct training and capacity building interventions on OD needs that are common across many of the organizations GIG supports. GIG has met with the IIE team, and plans to collaborate with PCD to assess capacity needs and then schedule and arrange courses. Topics might include strategic planning, program design, M&E, financial management, and other core OD subjects.

D6. INNOVATIVE PARTNERSHIPS

Partnerships are central to GIG, which plays a facilitating, matchmaking role across program components, counterparts, and stakeholders. In recognition of this core program function, innovative partnerships are included as a key result under each GIG component. The table below highlights potential partnerships under GIG’s three components, tied to the program objectives and priorities detailed in this AWP-2. Those partnerships that are already being developed are included in the Component plans and Gantt chart.

Illustrative Innovative Partnerships, GIG Year 2
<p>Private sector alliance for trade and policy reforms</p> <ul style="list-style-type: none"> • Help establish and support a network (coalition/alliance) of private sector actors (businesses, associations, chambers) to address policy reforms for trade facilitation, under the framework of TFA, Resolution 19, and other laws. • Develop road map for core organizing group and network. Possible collaboration on priority policy topics vis-à-vis GIG and ongoing reforms in Vietnam. Work through AmCham, VCCI, and leading businesses. Discuss formation of Vietnam Trade Facilitation Alliance. • Explore functions, roles, and opportunities for such a coalition, formal and ad hoc. • Identify needs and possible support related to membership, mobilization, advocacy, GVN engagement, et al. Hold forums and roundtables on priority policy topics; focus on real-life experiences and socioeconomic impacts. • Connect to high-level advocacy and policy vehicles such as VBF. Connect to USG efforts with Vietnam on relevant international agreements. • Pursue partnerships with US/international companies operating in Vietnam, to provide sector-specific expertise and in-kind support. For example, companies active in commodity production and export (e.g., apparel/footwear, ICT, food and agricultural products). • Initial Alliance planning meeting set for October 2014 in Ho Chi Minh City.
<p>Legal development partnerships</p> <ul style="list-style-type: none"> • Forge partnerships among law drafters, law makers, legal academics, and legal professionals to enhance the legal and regulatory framework throughout the policy life cycle. • Work through GIG consortium member Tulane Public Law Center to create a joint program with Hanoi Law University to train future legal drafters and improve legal teaching in general. • Pursue additional partnerships with law firms, Vietnam Lawyers Association, legal database companies, and others, as appropriate.
<p>Inclusive business partnerships – shared value for marginalized populations</p> <ul style="list-style-type: none"> • Pursue partnerships with large companies operating in Vietnam, particularly those generating significant employment. • Explore shared value collaboration, focused on operations and impacts in rural or ethnic minority areas, or in sectors with large percentage of female workers. • Initial mapping and outreach in Q1 of Year 2, working through international chambers of commerce and private sector contacts.
<p>Media and technology partnership for communications and outreach</p> <ul style="list-style-type: none"> • Pursue collaboration with national or international media, public communications/PR firms, and technology companies to support GIG’s capacity building in public outreach for GVN and nongovernment partners. • Explore <i>pro bono</i> provision of expertise and resource people, in-kind or cost-shared contributions of technology tools, and participation in policy coalitions or capacity-related activities. Work through networks of GIG, AmCham, USAID/USG to identify partners.

D7. OTHER DONOR PROGRAMS

Below we list programs being implemented – or soon to be – by donors with government or non-government partners, including GIG’s counterparts. GIG will coordinate with these programs and donors throughout Year 2, from activity concept through execution. Program staff are in touch with the programs listed below, and the GIG team will share this AWP-2 with them, per USAID approval. As GIG moves from planned programs to detailed activity designs, program managers will work with counterparts to do what is necessary to make them complementary and maximally efficient in terms of leverage and impact of USAID funds.

- *CIDA National Legislative Development project.* Working with NA to strengthen the crafting of laws and regulations. Working with the NA Law Committee on Law on Laws and Law on the Organization of the NA. CIDA is also exploring support to SAV, possibly on performance audits. Possible coordination related to a visit by Minister of Justice to US and Canada in March 2015, related to the Constitution implementation.
- *UNDP strengthening access to justice and rights protection program.* Works with the MOJ and judiciary. Possible intersection on laws related to access to justice, such as the Law on Access to Information, Law on Laws, civil codes, et al. UNDP currently coordinates donors working on legal and judicial reform.
- *UN Women.* Cross-cutting intersections with GIG Component 3. Both UNDP and UN Women support MOJ’s CFAW on capacity building and tools development.
- *JICA Legal and Judicial Reform program.* Working with the MOJ on the Civil Code. Coordination with GIG activities on this law and on the Law on Legal Aid.
- *Australian DFAT competitiveness project.* Work with CIEM to support the restructuring strategy of Vietnam, enhancing competitiveness and DB indicators. GIG to work jointly to support CIEM and other in implementing Resolution 19. Also, JICA support to e-customs, through GDVC.
- *EU MUTRAP.* Trade capacity building and investment project. Multiple areas for coordination and information sharing.
- *EU financial sector programs.* Working with MOF and SAV on capacity, as well as designing job descriptions and performance standards for SAV.
- *IFC/WB Doing Business Support and other programs.* WB works with MOF on financial sector TA project. IFC is supporting taxpayer satisfaction survey.
- *DFID anti-corruption coordination.* Wrapping up operations by 2015, closed by 2016. Work with MOJ through the working group and the Anti-Corruption Dialogue. Coordination with GIG Component 2 activities in particular.
- *WB/ADB public procurement support.* Work with MPI’s Public Procurement Agency on the Law on Procurement and related decrees.

E. PROGRAM MANAGEMENT

During Year 2 GIG will continue to work with counterparts and other stakeholders to implement program-related DTA activities. Drawing from the priorities in AWP-2, GIG teams will liaise with counterparts and finalize proposed activities. Through this consultative process, AWP ideas and objectives will be translated into implementation plans. At that stage, the GIG team will determine budgets and reporting responsibilities, and will finalize activity deliverables. The result will be DTA Activity Clearance Forms shared with USAID and counterparts.

The default implementation method for GIG DTA activities will be GIG-led, with GIG responsible for all procurement, administrative, and logistics management of an activity.

However, in response to counterpart requests during Year 1, GIG recognizes that the operating environment of the DTA portfolio may present opportunities for close collaboration with GVN counterparts. In these select instances, the program will undertake some or all DTA activity actions through counterpart direct procurement (CDP). The exact amount or proportion of an activity addressed through CDP will be determined in consultation with the counterpart during the drafting of the DTA Clearance Form, and agreed upon prior to implementation. Once outlined, all CDP components of a DTA activity will be captured through the execution of a Fixed Amount Reimbursable Agreement (FARA) – a document that identifies milestones or achievements that result in reimbursement against fixed or known costs as identified in the cost norms detailed in the GIG CDP Manual.

GIG anticipates that most DTA activities will not include CDP, while some will involve a combination of GIG in-kind procurement and CDP. In select instances, activities will be implemented entirely through CDP. In all cases, the precise division of responsibilities will be agreed by GIG and the counterpart prior to the finalization of the DTA Activity Clearance Form, and will be addressed in the FARA.

E1. PROGRAM STAFFING

GIG staff are structured along the program's three technical components, as illustrated in Annex C. Starting in Year 2, as GIG moves into full-speed implementation with counterparts and other partners, the functions of component teams will follow the integrated, flexible nature of GIG's SOW and AWP-2. All team members will perform a combination of program development, activity execution, on-going institutional and programmatic assistance, specialized advice in their individual areas of expertise, and ad hoc networking and communications across counterparts, partners, stakeholders, and USAID. Resources are focused on program integration and collaboration across activities, components, and partners. Each team will continue to be led by a director, and will rely on the contributions of both program manager and program officer staff who address the span of technical and management requirements.

Each director is responsible to guide his or her team in discussions with counterparts, and to identify opportunities for engagement with other teams. Each component (technical) team will remain the center of program development activity, receiving support from other GIG teams as needed. The implementation team (consisting of technical components, operations, administration, finance, and procurement) will execute GIG's DTA portfolio, translating ideas into action in a compliant, effective, and impactful manner. The GIG Public Outreach team will ensure visibility and recognition of USAID's profile as a key partner in support of Vietnam's governance development goals, and will provide support to GVN counterparts and nongovernment partners to enhance their own public communications efforts. When required, the Grants Department will work with the component teams to ensure competitively developed grants address core programmatic needs and complement the achievement of GIG objectives.

When specialized expertise is required, GIG will continue to tap its large supply of international and locally based consultants, including through the GIG local expert consultancy database – a tool to maintain a bullpen of STTA experts who can be engaged quickly to address needs as they arise. The GIG organizational chart in Annex C presents the program team members and structure heading into Year 2. The table below lists the long-term Hanoi-based team. As noted in section A, the program team is expanding, with the addition of several team members during the first quarter of the year. Throughout Year 2, GIG leadership will monitor workloads and workflows, to ensure implementation effectiveness, and to add additional staff or resources when needed.

GIG Staff List, Year 2	
Name	Position Title
Jonathan Simon	Program Director
Pham Thi Hoai Giang	Deputy Program Director
Phan Vinh Quang	Director, Legal & Regulatory Framework (LRF) (Comp 1)
Brian Giacometti	Director, Governance and Accountability (Comp 2)
Vu Thu Hong	Director, Inclusive Growth (Comp 3)
Rosie Makepeace	Director, Public Outreach, OSC
Noel Martinez	Director, Operations and Grants
Vu Le Phuong	LRF Program Manager, Trade Facilitation (Comp 1)
Le Sy Giang	LRF Program Manager, Trade Policy (Comp 1)
Nguyen Thi Minh Hai	LRF Program Manager, Legal (Comp 1)
Phan Ha *	LRF Program Manager, Regulatory (Comp 1) *
Tran Ngoc Mai	Governance & Accountability Program Manager (Comp 2)
Tran Giang *	Governance & Accountability Program Manager (Comp 2) *
Le Hong Diem	Governance & Accountability Program Officer (Comp 2)
Nguyen Thi Loi	Inclusive Growth Program Manager (Comp 3)
Phung Thi Van Anh	Inclusive Growth Program Manager (Comp 3)
TBD *	Inclusive Growth Program Manager/Officer (Comp 3) *
Hoang Thi Thanh Mai	Monitoring and Evaluation (M&E) Manager
Pham Thai Hong Van	Communications Manager
Nguyen Thi Thanh Loc	Grants Manager
Nguyen Thi Kim Thanh	Senior Translator and Interpreter
An Thi Hong Nhung	HR and Administration Manager
Dinh Thu Trang	Finance Manager
Do Lan Phuong	Bookkeeper
Son Trinh *	IT Support Officer *
Dang Thu Huyen	Grants Officer
TBD *	M&E Officer *
TBD *	Translator/Interpreter *
TBD *	Translator/Interpreter *
Tran Thu Huong	Administrative Officer
Nguyen Viet Phuong	Administrative Officer
TBD *	Administrative Officer *
TBD *	Administrative Officer *
Pham Thi Hau	Office Assistant

* Denotes staff to be hired in Q1 of Year 2

The Hanoi-based team is supported by the Chemonics home-office Program Management Unit (PMU). The Chemonics PMU will provide general Task Order-level administrative, contractual, and financial backstopping support for GIG. The Chemonics PMU will also provide guidance and short-term assistance through home-office support units, including the Grants, Contracts, Procurement, and Training departments, and through the Field Accounting Support Team. Chemonics' PMU relies on a core of technical specialists that GIG will engage for specific technical assignments, including drawing expert support and TA from GIG consortium subcontractors.

ANNEX A. GIG ACTIVITIES IN YEAR 2

Ministry of Justice / Bộ Tư Pháp				2014	2015		
Activity List – Dark green represents a scheduled activity or full-scale technical implementation. Light green represents a phase of preparation or follow-up.				Oct-Dec	Jan-Mar	Apr-June	Jul-Sep
#	Department/Vụ/Cục	Activity Detail	KRA	Q1	Q2	Q3	Q4
1	Department of Civil and Economic Laws/Vụ PLDSKT	Support development of the 2005 Civil Code (amended), by continuing support for the regulatory impact assessment (RIA).	1.1, 3.1				
2	Department of Civil and Economic Laws/Vụ PLDSKT	Support development of LNDs to implement provisions of the Law on Family and Marriage concerning vulnerable groups, such as women, people with disabilities, people living with HIV, LGBT, and ethnic minorities.	3.1, 3.2, 1.4				
3	Legal Aid Bureau/Cục TGPL	Provide capacity building to legal aid officers and lawyers-collaborators, as needed related to the Law on Legal Aid and legal aid service provision.	3.1, 3.4				
4	Bureau of Dealing with Administrative Offences and Monitoring Law Implementation/Cục XLVPHC & TDTHPL	Study the basis and support development of a Proposed Law on Organizing Law Implementation.	1.1, 1.5				
5	Bureau of Dealing with Administrative Offences and Monitoring Law Implementation & DGA, Office of Administrative Office etc./Cục XLVPHC & TDTHPL, Vụ CVDC và Văn phòng v.v...	Support monitoring of law implementation and development of tools to enable citizens to provide feedback on implementation of laws (alternative proposal from GIG). Develop methods to clarify and harmonize roles of different departments within MOJ, as appropriate.	2.3, 1.4, 3.2				
6	Department of International Laws/Vụ PLQT	Review and develop options for legal system improvement to implement TPP commitments, per agreed need and priorities.	1.1				
7	Department of International Laws/Vụ PLQT	Support establishment of an equitable and transparent dispute resolution mechanism to deal with investor-state disputes promptly and efficiently within the framework of TPP and agreements on promotion and protection of investment. Review and support steps toward GVN recognition and acceptance of foreign arbitration decisions in priority sectors and cases.	1.1, 1.4				
8	Department of Legal Education and Dissemination/Vụ PBGDPL	Support development of a Prime Ministerial Decision amending and adding to Decision 09/2003/QĐ-TTg (24 Jan 2013) providing law accessibility standards.	3.1, 2.3				
9	Department of Legal Education and Dissemination/Vụ PBGDPL	Survey, assess, and propose options for development of local communities to meet law access standards.	3.1, 3.2, 3.3				
10	Administrative Procedure Control Agency/Cục KSTTHC	Develop a set of standardized administrative procedures and tools for rationalization of administrative procedures for government of various levels, focusing on selected priority areas such as tax, customs, et al.	1.1, 1.4				
11	Department of General Affairs in Law Development/Vụ CVĐCXDPL	Develop Operational Guidelines for RIA.	1.2, 1.3				

Ministry of Justice / Bộ Tư Pháp				2014	2015		
Activity List – Dark green represents a scheduled activity or full-scale technical implementation. Light green represents a phase of preparation or follow-up.				Oct-Dec	Jan-Mar	Apr-June	Jul-Sep
#	Department/Vụ/Cục	Activity Detail	KRA	Q1	Q2	Q3	Q4
12	Department of General Affairs in Law Development and Hanoi Law University/Vụ CVĐCXDPL; ĐH Luật HN	Improve the LND drafting capacity of legal officers of ministries, NA, sector organizations, and localities.	1.1				
13	Hanoi Law University/ĐH Luật HN	Improve the training capacity of lecturers at Hanoi Law University and other law schools for legal drafting skills.	1.1				
14	Bureau of LND Post-Review/Cục KTVBQPPL	Conduct professional and operational dialogues/seminars on a quarterly basis to improve knowledge and skills of codification officers, and to address difficulties in codification activities. Assess possible use of software and manuals as developed by USAID.	1.4				
15	CFAW/Ban VSTBPN ngành Tư pháp	Develop a 2015 Action Plan for Gender Equality.	3.2, 3.1, 1.2				
16	CFAW/Ban VSTBPN ngành Tư pháp	Develop Guidelines for Gender Mainstreaming in LND drafting, under the new Law on Promulgation of LNDs.	3.1, 1.1, 3.2				
17	International Cooperation Department/Vụ HTQT	Support the management and facilitation of international cooperation activities in the legal sector through technical assistance in (i) implementation of the decree on cooperation in legal sector; (ii) possible support of a study mission to the US on experience in implementation of the Constitution.	1.1				
18	Department of Administrative and Criminal Laws/PLHS-HC	Support development of the Law on Access to Information. Provide expertise, forums, workshops, and consultations to inform and enhance the law, and to spread awareness of its functions and impacts. Work in parallel with nongovernment organizations supporting and seeking to advise development the LAI draft and deliberation process.	2.3, 1.4, 1.2, 3.3				
Ongoing Activities of FY2014 to be continued in FY2015							
#	Department/Vụ/Cục	Activity					
1	Bureau of Administrative Procedure Control/Cục KSTTHC	Study and compile guidelines for developing provisions on administrative procedures in draft LNDs.	1.1, 1.5				
2	Department of Administrative and Criminal Laws/Vụ pháp luật hành chính	Support development of the Law on Making Administrative Decisions. Support a study of international experiences related to drafting the Law on Making Administrative Decisions.	1.1, 3.2				
3	Human Resource Development Department/Vụ tổ chức cán bộ	Organize a Workshop to finalize draft Regulations on Decentralization and Appointment of the Duty to manage civil servants and employees in various State management entities under MOJ.	1.2				

Ministry of Justice / Bộ Tư Pháp				2014	2015		
Activity List – Dark green represents a scheduled activity or full-scale technical implementation. Light green represents a phase of preparation or follow-up.				Oct-Dec	Jan-Mar	Apr-June	Jul-Sep
#	Department/Vụ/Cục	Activity Detail	KRA	Q1	Q2	Q3	Q4
4	Legal Support Bureau/ Vụ BTTP	Support organization of a workshop to solicit comments on the draft Decree on Commercial Mediation.	1.1				

Ministry of Finance / Bộ Tài Chính				2014	2015		
Activity List - Dark green represents a scheduled activity or full-scale technical implementation. Light green represents a phase of preparation or follow-up.				OCT-DEC	JAN-MAR	APR-JUNE	JUL-SEP
#	Department/Vụ/Cục	Activity Detail	KRA	Q1	Q2	Q3	Q4
1	Public Property Authority, in coordination with MPI's PPA/Cục QL Công sản cùng Cục đấu thầu, Bộ KHĐT.	Improve the public procurement mechanism in coordination with MPI's Public Procurement Agency (PPA).	2.3				
2	Institute of Financial Strategy and Policy/Viện CSCL TC	Assess the impact of the TPP on various economic sectors and State budget revenues, under Decision 68/2014/QĐ-BTC (8 Jan 2014) of the Minister of Finance, issuing the MOF Action Plan to implement Resolution 01/NQ-CP (2 Jan 2014) on implementation of the socio-economic development plan.	1.3, 2.4, 3.4				
3	General Department of Vietnam Customs/TCHQ	Improve and promulgate harmonized system explanatory notes.	1.1, 1.4, 1.5				
4	General Department of Vietnam Customs/TCHQ	Implement commitments under the WTO TFA: risk management, national single window, CBP, strategic administration of the customs modernization plan, performance indicators, compliance measurement and assessment, experience sharing, Vietnamization, application of the EClick software, et al.	1.1, 1.4, 1.5				
5	General Department of Vietnam Customs/TCHQ	Build capacity and support implementation for combatting wildlife trafficking (CWT).	1.1, 2.1, 1.6				
6	General Department of Taxation/Tổng cục Thuế	Review and systematize the list of current tax-related administrative procedures, including annual statistics; propose options for simplification. Develop a process for Administrative Procedure Control.	1.1, 1.5, 1.4				
7	Legal Department/Vụ Pháp chế	Raise awareness among drafters of LNDs in the public finance sector on the importance of public consultation, through training for officers of MOF units, and through developing tools to enable better public participation in formulation of laws and regulations.	1.5, 1.1				

Ministry of Industry and Trade / Bộ Công thương				2014	2015		
Activity List - Dark green represents a scheduled activity or full-scale technical implementation. Light green represents a phase of preparation or follow-up.				OCT-DEC	JAN-MAR	APR-JUNE	JUL-SEP
#	Department/Vụ/Cục	Activity Detail	KRA	Q1	Q2	Q3	Q4
1	Legal Department/Vụ Pháp chế	Support capacity building of understanding of legal issues for legal officers to develop and implement FTAs in selected legal and institutional areas.	1.1, 1.2				
2	Legal Department/Vụ Pháp chế	Support systemization of the legal norm system in the trade and industry sector.	1.3, 1.4				
3	Legal Department/Vụ Pháp chế	Study the policies for trade, import, and export in economic zones, special trade zones, and export-processing zones (EPZs). Study foreign experiences in the development of such policies, to identify ways to improve the legal framework for such zones.	1.1, 1.2, 1.5				
4	Legal Department/Vụ Pháp chế	Review and assess 10 years' implementation experience of the 2005 Commercial Law (Part 1).	1.3, 2.4				
5	Legal Department/Vụ Pháp chế	Review and assess the business conditions applicable to conditional business sectors to support the implementation of the revised Investment Law and implementation of the TFA with regard to import/export licensing in these sectors.	1.1, 1.5				
6	Legal Department/Vụ Pháp chế	Conduct a status assessment for the purpose of developing National Technical Regulations on food safety assurance conditions applicable to food production, storing, and trading facilities under MOIT's management authority.	1.1, 1.3, 2.1				
7	Legal Department/Vụ Pháp chế	Conduct a status assessment for the development of a legal document stipulating the conditions for and method of managing food trading at markets and supermarkets.	1.1, 1.3, 2.1				
8	Multilateral Trade Policy Department and related agencies/Vụ Đa Biên và các đơn vị liên quan.	Support implementation of the Bali Package TFA provisions in coordination with Customs and other agencies. Support may include reviewing regulations to facilitate trade, and issuing e-documents to enhance understanding of the Bali package.	1.1, 1.5				
9	Multilateral Trade Policy Department and related agencies/Vụ Đa Biên và các đơn vị liên quan.	Support preparation for implementation of the TPP/FTA in selected technical areas agreed by GVN and USG, such as labor, environment, customs, et al.	1.1, 1.2				
10	Import-Export Agency/Cục XNK	Review regulations and practices in certification of origin and prepare Vietnam for implementation of a self-certification regime anticipated in FTAs such as TPP. Activities may include survey of current practices, training, technical or management advice, et al.	1.1, 1.4, 1.5				
Ongoing activities under FY2014 to be continued in FY2015/Hoạt động đang triển khai trong năm 2014 sẽ triển khai tiếp trong năm 2015							
#	Department/Vụ, Cục	Activity Detail					
1	Legal Department/Vụ Pháp chế	Review and propose changes to environmental protection rules for the manufacturing sector.	1.2				

Ministry of Industry and Trade / Bộ Công thương				2014	2015		
Activity List - Dark green represents a scheduled activity or full-scale technical implementation. Light green represents a phase of preparation or follow-up.				OCT-DEC	JAN-MAR	APR-JUNE	JUL-SEP
#	Department/Vụ/Cục	Activity Detail	KRA	Q1	Q2	Q3	Q4
2	Legal Department/Vụ Pháp chế	Review and recommend ideas and a roadmap for developing and issuing MOIT technical regulations (QCVN) by 2020 for conformity of certification and examination of quality of Group II commodities in production and importation.	1.2				
3	Import-Export Agency/Cục XNK	Review and analyze the LND system concerning rules of origin, to recommend revisions and amendments, or issue new LNDs, for self-certification of goods origin in the ASEAN region.	1.2, 1.5, 1.1				

National Assembly / Quốc Hội				2014 OCT- DEC	2015		
Activity List - Dark green represents a scheduled activity or full-scale technical implementation. Light green represents a phase of preparation or follow-up.					JAN- MAR	APR- JUNE	JUL- SEP
#	Department/Vụ/Cục	Activity Detail	KRA	Q1	Q2	Q3	Q4
1	Information Department/Vụ thông tin	Conduct a needs assessment, and (based on assessment) draft and initiate an action plan for four areas: (i) improving media relations; (ii) internal capacity development of Department staff; (iii) development of tools (e.g., website); and (iv) NA-wide support (including training of spokespersons). Training of journalists on NA-related issues will be incorporated into broader GIG efforts.	2.5				
2	Oversight Department /Vụ giám sát	Develop regulations on the order, sequence, and details of oversight activities of the NA and its Standing Committee. Areas of support will include defining the role of the Department, and supporting implementation of oversight regulations.	2.1				
3	Committee on Financial and Budgetary Affairs/UB Tài chính NS	Support the revision of the State Budget Law. Activities to include: (i) gather information on implementation of the current Budget Law at the subnational level, including recommendations for revisions; (ii) disseminate findings to MPs; (iii) organize a workshop before the Spring NA session to seek comments from experts and concerned agencies; (iv) offer assistance in consolidating recommendations (including recommendations from Year 1) for the final version of the revised law. All activities will also include a review of Decision 387 and best practices on inclusive budgeting.	1.1, 2.4				
4	Committee on Financial and Budgetary Affairs/UB Tài chính NS	Organize training for Committee staff based on identified needs, including those recommended in Year 1. Potential topics include budget review and development, and coordination with government bodies.	1.2				
5	Committee on External Affairs/UB đối ngoại	Organize 6 technical workshops on intellectual property, government procurement, trade facilitation, origins of goods, labor, environment, and other topics, for the publication of technical briefing materials on FTAs for NA deputies to perform ratification and implementation of FTAs	1.1				
6	Committee on External Affairs/UB đối ngoại	Organize a Technical Conference on FTAs in the central region of Vietnam.	1.1				
7	NA Library/Thư viện QH	Review and enhance the NA Library's capacity to support legislative forums and dialogues, working in coordination with the Law Committee and other relevant committees.	1.1, 2.4, 1.4, 1.5				
8	NA Library/Thư viện QH	Continue Year 1 work on the Instant Support System. Once implemented, provide additional support for accessing resources, such as the Global Legal Information Network (GLIN), or others.	2.4, 1.3				

National Assembly / Quốc Hội				2014	2015		
Activity List - Dark green represents a scheduled activity or full-scale technical implementation. Light green represents a phase of preparation or follow-up.					OCT-DEC	JAN-MAR	APR-JUNE
#	Department/Vụ/Cục	Activity Detail	KRA	Q1	Q2	Q3	Q4
9	Committee on Public Complaints and Petitions/Ban dân nguyện	Support internal resources and procedures of the Committee. Activities to include support for review of relevant LNDs for complaints and petitions, and consultations on internal systems for managing requests and information effectively and efficiently.	2.1, 2.2, 1.1, 1.2				
10	Committee on Public Complaints and Petitions/Ban dân nguyện	Initiate a constituent engagement pilot program to inform MPs on how to process constituent requests under current laws and regulations. Pilot participants will receive informational material and ongoing support from the Committee, hold regular constituent engagement sessions, and report on how each received request was addressed.	2.2				
11	Committee on Social Affairs/UB các Vấn đề xã hội	Support a workshop to review LNDs on internal migration and assess the situation of in-migration, particularly of ethnic minorities. Workshop outputs to include recommendations to be incorporated into the draft Law on Population.	3.1, 3.2				
12	Council for Ethnic Affairs/HĐ Dân tộc	Conduct research and produce a paper on Access to Information for Ethnic Minority Groups. Activities to include field research and workshops, and recommendations to support GVN counterparts and other stakeholders to engage ethnic minority groups through public outreach in Vietnam's governance process, enabling the use of evidence-based research in supporting citizen participation in public policy.	3.3, 1.1, 3.1				
13	Council for Ethnic Affairs/HĐ Dân tộc	Organize a workshop on the implementation of laws concerning the recruitment, training, and professional development of officers, public employees, and civil servants belonging to ethnic minority groups.	3.1, 3.2				
14	Council for Ethnic Affairs/HĐ Dân tộc	Provide skills training for NA deputies and deputies of People's Councils from ethnic minorities, to enhance their ability to take part in law-making and mainstreaming relevant policy issues on behalf of their constituencies.	3.2				
15	Institute of Legislative Studies/Viện NCLP	Provide training support to new ILS staff on legislative research and analysis.	2.4				
16	Law Committee/UB Pháp luật	Convene regular law forums to allow stakeholders, citizen groups, and GVN representatives to discuss and provide recommendations on select draft laws. Forum topics will include the Law on the Organization of the Local Governments, the Law on Oversight, and the Law on Laws. Forums will be designed to address issues related to each law. For example, a Law on Audit Forum could serve as a forum for the SAV and the NA. In addition, laws initiated by NA deputies should be highlighted.	1.1, 2.1, 3.1, 1.5, 1.2, 1.3				

National Assembly / Quốc Hội				2014 OCT- DEC	2015		
Activity List - Dark green represents a scheduled activity or full-scale technical implementation. Light green represents a phase of preparation or follow-up.					JAN- MAR	APR- JUNE	JUL- SEP
#	Department/Vụ/Cục	Activity Detail	KRA	Q1	Q2	Q3	Q4
17	Law Committee/UB Pháp luật	Assist the Law Committee in conducting some Q&A sessions (deliberative hearings) in accordance with the working schedule of the Committee. Coordinate with Oversight Department on developing oversight procedures and rules.	2.1, 2.3				
18	Commission on Deputy Affairs/Ban công tác đại biểu	Conduct a training needs assessment for NA deputies and staff.	2.1				

Ministry of Planning and Investment / Bộ Kế Hoạch và Đầu Tư				2014	2015		
Activity List - Dark green represents a scheduled activity or full-scale technical implementation. Light green represents a phase of preparation or follow-up.				OCT-DEC	JAN-MAR	APR-JUNE	JUL-SEP
#	Department/Vụ/Cục	Activity Detail	KRA	Q1	Q2	Q3	Q4
1	Public Procurement Agency - Policy Making/Cục quản lý đấu thầu - xây dựng chính sách	Develop a Circular or guidelines on implementation of the Public Procurement Law. Support will include (i) review of and development of initial Circular(s); (ii) consultations with PPA on implementation and dissemination; (iii) possible support for additional Circulars.	1.2, 1.1, 2.3				
2	Public Procurement Agency - Policy Making	Support public procurement mechanisms, such as certification, through assessment, planning, and initial implementation.	2.1, 1.2				
3	Public Procurement Agency - Policy Making	Organize workshops in 3 regions to obtain comments and inputs on LNDs, including review of the Public Procurement Law.	2.4, 1.2				
4	Public Procurement Agency - International Cooperation	Support review of the USG procurement system and its experiences meeting international commitments on government procurement. Activities to include a workshop and relevant skills development.	1.3, 2.4				
5	Public Procurement Agency - International Cooperation	Organize workshops to disseminate information about international commitments related to government procurement.	1.3, 1.1				
6	Public Procurement Agency - eProcurement	Review and assess e-procurement practices in Vietnam. Develop a roadmap for possible future applications. Activities may include workshops and review of international best practices.	1.2, 2.3				
7	Financial and Monetary Department	Improve the efficiency and decentralization of public investments to promote transparency and central-local coordination. Support to include continued capacity development and inputs on capital investment policies, and may include workshops, consultancies, or trainings.	2.3, 2.4				
8	Financial and Monetary Department	Continue Year 1 efforts to support MPI's review and implementation of the State Budget Law.	2.4, 2.1, 1.2				
9	CIEM	Study and assess the implementation of regulations and procedures relating to the Doing Business Indicators (WB) and propose solutions to streamline procedures and reduce time and costs, in order to improve the business environment and national competitiveness. In 2015, focus on 3 indicators: (i) registering property; (ii) protecting investors; and (iii) enforcing contracts. Activities may include study reports, one-day technical workshops, field trips, or national conference.	1.1, 2.4, 1.6, 1.2, 1.5				
10	CIEM	Sum up the implementation of reforms under "Ease of Doing Business Indicators (EoDB) in Vietnam for the 2011-2015 period," to develop recommendations on how to improve the business environment and enhance national competitiveness. Activities may include study reports, technical workshops, field trips, or national conference.	1.4				

Ministry of Planning and Investment / Bộ Kế Hoạch và Đầu Tư				2014	2015		
Activity List - Dark green represents a scheduled activity or full-scale technical implementation. Light green represents a phase of preparation or follow-up.				OCT-DEC	JAN-MAR	APR-JUNE	JUL-SEP
#	Department/Vụ/Cục	Activity Detail	KRA	Q1	Q2	Q3	Q4
11	CIEM	Support training events on RIA. Steps may include developing a RIA manual and delivering related trainings.	1.2, 1.3, 1.5				
12	APD	Support capacity development for the International Public Procurement Center.	1.2				
13	APD	Support capacity development for the Center for Research and Policy Consultation.	1.2, 1.3				

State Audit of Vietnam / Kiểm Toán Nhà Nước				2014	2015		
Activity List - Dark green represents a scheduled activity or full-scale technical implementation. Light green represents a phase of preparation or follow-up.				OCT-DEC	JAN-MAR	APR-JUNE	JUL-SEP
#	Department/Vụ/Cục	Activity Detail	KRA	Q1	Q2	Q3	Q4
1	Legal Department (and relevant departments)/ Vụ Pháp chế và các Vụ liên quan	Support SAV in finalizing the draft revised State Audit Law, and then disseminating its implementing documents after the Law is promulgated. Support to include: (i) drafting assistance including harmonization with other laws such as the State Budget Law, (ii) coordination with the NA on drafting and deliberation, (iii) guidelines for implementation, and (iv) development of regulations.	2.1, 1.1				
2	Department of Organization and Personnel and other relevant departments/ Vụ Tổ chức cán bộ và các Vụ liên quan	Develop a model of operational divisions in the units performing audit operations. Support to include offering ongoing organizational consulting on SAV's structure and roles of departments.	2.1, 2.3				
3	Department of Organization and Personnel, IT Center, and other relevant departments/ Vụ Tổ chức cán bộ, Trung tâm Tin học và các Vụ, đơn vị liên quan	Offer training and support SAV's capacity to train its officers. Activities to include: (i) identify a topic for training to serve as the pilot module, based on assessed needs; (ii) create training materials; (iii) conduct ToTs; and (iv) institutionalize. As part of process, assist SAV in reviewing governing norms of audit area and drafting guidelines for that area. The first module will serve as a model, which may then be replicated in other areas.	2.1, 2.4				
4	Relevant departments/Các Vụ, đơn vị liên quan	Support 2 officers to attend the audit specialized training course organized by US GAO and to establish partnership with US GAO. Upon their return, organize workshop to share their experiences.	2.1				
5	IT Center and relevant departments/ Trung tâm Tin học và các Vụ, đơn vị liên quan	Based on final IT Master Plan, identify area of support and collaborate with IT Center on incorporating enhanced IT systems and procedures. In addition, consult on database and information management.	2.4, 1.3				

ANNEX B. YEAR 2 MONITORING AND EVALUATION PLAN

This annex presents the planned activities for the GIG M&E team during Year 2, as well as the indicator tables and targets for the program's second year. In Year 2, the GIG M&E team will focus on two main areas of activities: 1) internal M&E measurement and reporting for the program; and 2) external M&E capacity building for counterparts and CSO partners, based on identified needs and related programmatic support from GIG. In the sections below, we describe both of these areas.

A. Internal M&E Activities

GIG's internal M&E activities in Year 2 will include routine monitoring and data gathering for all program activities, events, and indicators. The M&E team will also conduct targeted evaluations, prepare performance-related reports, and maintain – and upgrade, when necessary – the program's M&E systems and tools.

A1. Support to Component Teams to Monitor Activities and Evaluate Impact

Following the experience from Year 1, the M&E team will coordinate performance data collection in collaboration with GIG's technical and operations teams. The M&E team will track the project progress on a periodic basis, using the templates that have already been created. M&E staff will work closely with technical teams to obtain regular updates of indicator value changes and backup documentation to ensure data quality and integrity. All indicator value results will be reported in quarterly and annual progress reports.

A priority area for the M&E team is to review and update the CPP matrix of indicators. The team will conduct an annual review of the indicator list, and if needed, will propose adding or adjusting indicators to reflect new priorities, directions, and activities. For Year 2, GIG proposes several adjustments to indicators or indicator targets, as detailed in the CPP (section C), below. The M&E team will update Performance Indicator Reference Sheets (PIRS) and conduct data quality assessments (DQAs) on a periodic basis to ensure quality of indicators and data. GIG will schedule and support DQAs in coordination with USAID.

During Year 2, the M&E team will also conduct studies, surveys and interviews, as needed, to collect and analyze data for measuring progress and initial impact of a number of activities. The team will work with USAID to identify any special topics or components for these more focused measurement efforts.

A2. Reporting to USAID and GVN Counterparts

A function of M&E is to support reporting requirements for USAID and GVN counterparts. The M&E team will provide data and results extracted from the M&E system for post-activity, quarterly, semi-annual and annual progress reports, submitted to the MOJ PMU and USAID, as appropriate. The team will also continue the reporting on performance results under the newly established AIDTracker system on quarterly and annual basis, as requested.

A3. M&E System, Tools, and Resources

In Year 2, the M&E team will update the M&E templates and tools that have been used to date, and will develop new data collection techniques to track, measure, and evaluate GIG performance, progress, and impacts. Where appropriate, GIG will tap international M&E expertise to support these initiatives, as well as activities to provide M&E capacity building or

TA to partners (see Section B, below). Such experts will come from GIG Consortium members – particularly Chemonics, Synergy, and OSC.

In addition, the program will explore the possibility of designing software, MIS, or other IT tools to facilitate overall program management in general, and M&E functions specifically.

To complete the above tasks in the midst of a significant expansion of GIG activities during Year 2, the program will increase its core M&E team by hiring a new full-time M&E officer in the first quarter, and will monitor the M&E workload during the year to determine what additional staff resources are needed, either short- or long-term. As noted above, GIG will supplement the core M&E team with M&E expertise from consortium partners and external local or international organizations as needed.

B. External M&E Capacity Building for Counterparts and Partners

In Year 2, GIG will support program counterparts and partners from GVN, CSOs, private associations, and other implementation partners with formal as well as ad hoc, advisory assistance related to their M&E operations. In many cases, the program will provide this TA in connection with other ongoing assistance or activities taking place through GIG. Most frequently, the organizations receiving M&E capacity building will be direct program counterparts or CSO grantees. For example, GIG expects to make grants to CSOs over the course of Year 2, and part of the assistance given to grantees will be on how to monitor and measure impacts of funded grant programs.

More generally, given the importance of performance measurement and robust M&E systems, GIG will explore providing a general training course on M&E functions and skills to program partners once or twice per year. To deliver such courses, GIG can use in-house resources or experts from the consortium. Alternatively, the program will invite local companies specialized in M&E to provide consulting and training services to meet the needs of counterparts and CSO partners. In addition, the GIG M&E team will discuss possible M&E capacity building assistance from the USAID PCD project, which has recently begun operations in Vietnam.

The GIG AWP-2 includes specific activities to address performance measurement functions of program counterparts. The M&E team will provide inputs and support for such activities, working with the relevant component teams. Three possible examples are:

- Develop and implement an evaluation form of the Q&A performance of the National Assembly.
- Sum up the implementation of reforms under “Ease of Doing Business Indicators in Vietnam for the 2011-2015 period.”
- Inform and enhance the activity with MOJ to: “Survey, assess, and propose options for development of local communities to meet law access standards.”

C. Contract Performance Plan: GIG Indicators Table

The table on the following pages presents GIG’s performance indicators with proposed changes and Year 2 targets.

Proposed Changes to Indicators in CPP and Y2 Targets

Indicator Name	Proposed Changes to Indicators in CPP and Y2 Targets	Year 2 Target
Project Goal: Governance enhanced to facilitate broad-based, sustainable growth		
Context, Standard 4-16 0.0.1 Ease of Doing Business rank	It is suggested that the name of the indicator “Ease of Doing Business rank” could be revised to “Ease of Doing Business rank/Distance to Frontier measure” as we use DTF (distance to frontier) for this indicator. For more detailed information, please refer to the definition of the indicator in the Performance Indicator Reference Sheets and the following link: http://www.doingbusiness.org/~media/GIAWB/Doing%20Business/Documents/Annual-Reports/English/DB14-Chapters/DB14-Ease-of-doing-business-and-distance-to-frontier.pdf . So this revised indicator will be custom indicator instead of standard indicator 4-16. There is no change in FY2 target.	61.80
Context, Custom 0.0.2 CPIA public sector management and institutions cluster average	No change	3.5
Context, Custom 0.0.3 CPIA policies for social inclusion/equity cluster average	No change	4
Project Intermediate Result 1: Improved legal and regulatory framework		
Impact, Standard 4.2.1-16 1.0.1 Time to export/import (days)	No change	20

Indicator Name	Proposed Changes to Indicators in CPP and Y2 Targets	Year 2 Target
<p>Impact, Custom</p> <p>1.0.2 Percent of new/revised laws with GIG assistance upon partners' request that provide an indication of what feedback from public consultations was accepted/rejected</p>	<p>It is suggested to change to the new indicator “Ranking on transparency of Government Policymaking” as reported by World Economic Forum’s Global Competitiveness Report as it is a comprehensive and prestigious indicator to rank government policy transparency. For more information, please refer to the link: http://www3.weforum.org/docs/WEF_GlobalCompetitivenessReport_2014-15.pdf.</p> <p>For Vietnam, this indicator over the past years was 116 (2014/2015), 121 (2013/2014), 100 (2012/2013), 91 (2011/2012), 73 (2010/2011). The target for Vietnam for FY2 is 110.</p>	<p>110</p>
<p>Impact, Custom</p> <p>1.0.3 Percent of TPP required legislative changes and supporting regulations that have been drafted with GIG assistance upon partners' requests</p>		<p>TBD</p>
<p>Impact, Custom</p> <p>1.0.4 Percent of GIG counterpart legal normative documents that have been codified and made available online upon partners' requests</p>	<p>It is suggested to remove this indicator to avoid overlapping as the indicator on codification is already provided in indicator 1.4.1 “Number of titles codification conducted with GIG assistance”.</p>	
<p>KRA 1.1. High quality laws and regulations developed</p>		
<p>Performance, Standard 2.2.1-3</p> <p>1.1.1. Number of draft laws subject to substantive amendment and final vote in legislatures receiving USG assistance</p>	<p>It is suggested to replace the current indicator with the following indicator: "Number of policies/laws/regulations/procedures drafted, revised, and/or adopted to enhance governance and/or facilitate private sector participation and competitive markets as a result of GIG assistance". The new indicator will measure more fully the results of the project as GIG is providing support not only on laws but also policy reforms, regulations, and procedures.</p>	<p>10</p>

Indicator Name	Proposed Changes to Indicators in CPP and Y2 Targets	Year 2 Target
	The target for FY 2 will be then doubled from 5 as in the original plan to 10.	
KRA 1.2. Improved policy development process		
Performance, Custom 1.2.1. Number of GIG- assisted events to enhance policy development process	It is suggested to make a change in the indicator from the word “events” to “activities” to reflect more sufficiently and correctly the nature of the activities and results of the project in the area of policy development. There is no change in FY2 target.	7
KRA 1.3. Improved information systems and evidence-based analysis for policy making		
Performance, Custom 1.3.1. Number of evidence-based policy analyses conducted with GIG support	No change	10
Performance, Custom 1.3.2. Number of information systems established or substantially upgraded with GIG support	No change	2
KRA 1.4. Increased transparency of laws and regulations		
Performance, Custom 1.4.1 Number of titles codification conducted with GIG assistance	It is suggested to change the indicator to “Number of sections codified and/or systemized conducted with GIG assistance” to make it more accurate in the terms. Also due to differences in codification approach among counterparts, it is better to use the phrase “codified and/or systemized” to reflect more accurately and sufficiently the nature of activities.	5

Indicator Name	Proposed Changes to Indicators in CPP and Y2 Targets	Year 2 Target
	The FY2 target will be increased to 5 from 3 as in the original plan.	
KRA 1.5. Strengthened public consultation and stakeholder engagement mechanisms in policy development		
Performance, Custom 1.5.1. Number of GIG-supported public consultation events to improve Vietnam's legal and regulatory framework	No change	20
Project Intermediate Result 2: Improved accountability of public institutions		
Impact, Custom 2.0.1. Open Budget Index score	It is suggested to change the measurement unit from % to score as it is more precise according to the definition of this index.	19
Impact, Custom 2.0.2. Median scores of transparency indicator in PCI	No change	5.86
KRA 2.1. Strengthened government oversight processes		
Performance, Standard 2.2.1-4 2.1.1. Number of Executive Oversight Actions Taken by Legislature Receiving USG Assistance	It is suggested to replace the current one with following indicator to reflect more sufficiently the project activities and results: “Number of activities to support executive oversight process receiving GIG assistance”. Using the current indicator will not count fully the activities that are being/will be conducted in the area of government oversight. There is no change in FY2 target.	2
Performance, Custom	It is suggested to make a change in the indicator from “performance audits” to “audits” to capture fully the support activities that GIG is supporting in this area and to adapt to the	2

Indicator Name	Proposed Changes to Indicators in CPP and Y2 Targets	Year 2 Target
2.1.2. Number of training sessions on performance audits for staff from relevant GIG partners	<p>changing needs of the counterparts for audit training. In addition to performance audits, the project may also support specialized audits and other audits as well.</p> <p>There is no change in FY2 target.</p>	
KRA 2.2. Strengthened citizen participation in monitoring and evaluating policy implementation		
<p>Performance, Custom</p> <p>2.2.1. Number of GIG-supported activities designed to promote or strengthen the participation of citizens in public governance</p>	<p>It is suggested to make a change in the indicator from “public governance” to “monitoring and evaluating policy implementation” to capture precisely the activities that GIG is supporting in this area. The use of the term “public governance” is too broad and does not reflect precisely the policy M&E activities as indicated in this KRA.</p> <p>There is no change in FY2 target.</p>	2
KRA 2.3. Increased transparency on policy implementation effectiveness		
<p>Performance, Custom</p> <p>2.3.1. Number of GIG-supported activities designed to strengthen the budget process</p>	No change	4
<p>Performance, Custom</p> <p>2.3.2. Number of GIG-supported activities designed to strengthen policy implementation effectiveness in Vietnam</p>	<p>It is suggested to change to “Number of GIG-supported activities to increase transparency on policy implementation in Vietnam” as it captures more accurately the objective and activities in improved transparency and also avoids overlapping with the other indicators on policy implementation. The current indicator is too broad and does not reflect the priority on increase transparency as indicated in this KRA.</p> <p>There is no change in FY2 target.</p>	4

Indicator Name	Proposed Changes to Indicators in CPP and Y2 Targets	Year 2 Target
KRA 2.4. Improved quality of information and analysis for evaluating policy implementation effectiveness		
Performance, Custom 2.4.1. Number of policy implementation assessments conducted by CSOs with GIG support	It is suggested to remove “by CSO” from the indicator to reflect the fact that the policy implementation assessments will be conducted by other organizations as well such as universities, research institutes, think tanks and others which are not included in the CSO group. There is no change in FY2 target.	2
KRA 2.5. Improved quality of the media’s reporting on policy implementation		
Performance, Standard 2.4.2-8 2.5.1. Number of training days provided to journalists with USG assistance, measured by person-days of training.	It is suggested to make a change in the indicator from “training provided to journalists” to “training on journalism and media relations skills” as the project will also train the government counterpart staff on media relations skills. In year 2, the project will conduct training for spokesmen in counterparts and staff of Information Department of National Assembly on communication and media relations skills. Accordingly the target of this new indicator will be increased by 50% from 100 to 150 to reflect this change.	150
Project Intermediate Result 3: Improved inclusion		
KRA 3.1. Legal and regulatory barriers for women, ethnic minorities, and other vulnerable groups’ equality reduced		
Performance, Custom 3.1.1. Number of laws, policies or procedures drafted, revised and/or issued to support inclusion of vulnerable population.	No change	3

Indicator Name	Proposed Changes to Indicators in CPP and Y2 Targets	Year 2 Target
KRA 3.2. Women, ethnic, minorities, and other vulnerable groups' participation and voice increased in policy dialogues		
Performance, standard 2.2.1-7 3.2.1. Number of USG assisted civil society organizations that participate in legislative proceedings and/or engage in advocacy with national legislature and its committees	No change	10
Performance, Custom 3.2.2. Number of GIG-supported events designed to promote the target groups' participation and voice in policy dialogues	No change	7
KRA 3.3. Improved data and analysis on gender, ethnic minorities, and other vulnerable groups' equality		
Performance, Custom 3.3.1. Number of policy research initiatives conducted on gender, ethnic minorities, and other vulnerable groups with GIG assistance that use data and analysis to support the policy proposals	No change	3
Performance, Custom 3.3.2. Number of GIG-assisted activities to promote women's leadership and entrepreneurship and empower GIG's target groups	No change	3

Indicator Name	Proposed Changes to Indicators in CPP and Y2 Targets	Year 2 Target
KRA 3.4. Improved access to economic opportunity for women, ethnic minorities, and other vulnerable groups		
Performance, Custom 3.4.1. Number of GIG-supported activities designed to increase access by target groups to productive economic resources (assets, credit, income or employment) and legal facilities	No change	4
Cross-cutting indicators		
Performance, Custom C.01 Number of public-private partnerships formed as a result of GIG assistance	It is suggested to make a change in the indicator from “formed” to “formed and/or strengthened” to meet the different demands of the counterparts/partners. There is no change in FY2 target.	5
Performance, Custom C.0.2 Person hours completed in capacity building events supported by GIG	No change	30,000
Performance, Custom C.0.3 Number of vulnerable people reached by USAID-supported programs that promote health, social and economic opportunities.	No change	1,000

ANNEX C. STAFFING

GIG Organizational Chart

