

## INTOSAI-Donor Cooperation: Work Plan 2017 (FINAL, approved by Leadership 14 Dec)

No .	Program Output / Component, and Activity	Priority 2017	Responsibility	Target Date
<b>1</b>	<b>Reviews of Cooperation initiatives; preparation and implementation of updated strategies</b>			
Reviews and updated strategies completed and approved in 2016. Taken forward under outputs below.				
<b>2</b>	<b>Increased funding for SAI Capacity Development</b>			
2.1	Develop GCP materials	High	<i>GCP WG and Secretariat</i>	March 2017
2.2	Awareness raising on the GCP as a support mechanism	High	Secretariat, SC members as change agents	Ongoing
2.3	Oversee Call for Capability Statements to identify INTOSAI providers of support, and make Capability Statements Available to Donors	High	Secretariat	March 2017
2.4	Develop Donor Fact Sheets showing country focus and priorities of donors, and make available to GCP applicants	High	Secretariat	March 2017
Tier 1 only (Delivered on a rolling-basis)				
2.5	Regional workshops to facilitate development of high quality concept notes (subject to demand and earmarked funding)	Low	Secretariat	As requested
2.6	Receive and record submission of draft and final concept notes	High	Secretariat	Ongoing
2.7	Review draft and final concept notes, including against MoU principles, and share with INTOSAI regions and/or in-country donors as appropriate	High	Secretariat	Ongoing
2.8	Disseminate concept notes once they fully adhere to the MoU principles (including uploading as concept note in the Database/Portal)	High	Secretariat, SC members as change agents	Ongoing
2.9	Support in establishing and maintaining dialogue between SAIs and interested provider(s) of support	High	Secretariat	Ongoing
Tier 2 only				
2.10	Establish GCP Tier 2 Committee.	High	Steering Committee	January 2017
2.11	Develop initial list of "Challenged SAIs" based on criteria in strategy.	High	Tier 2 Committee	January 2017
2.12	Conduct mapping of SAIs on initial list: existing support, commitment to improving performance, ability of existing partners to meet additional needs	High	Secretariat	February 2017
2.13	Issue invitations to SAIs on initial list to apply for inclusion on final list of "Challenged SAIs", including Secretariat review and strengthening of applications where necessary	High	Secretariat	March 2017
2.14	Finalise list of "Challenged SAIs" for support and share with SC members	High	Tier 2 Committee	April 2017
2.15	Coordination of expressions of interest from potential donors and INTOSAI providers of support	High	Secretariat	May 2017
2.16	Coordinate video/telephone meeting(s) between donors and INTOSAI providers of support to agree way forward for each SAI on list	High	Secretariat & Tier 2 Committee	May 2017

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2.17	Where requested, provide desk-based support to country level dialogue between SAIs, donors and INTOSAI providers of support, and development of needs based projects (including assessment of needs if necessary)	High	Secretariat	Ongoing
Tiers 1 and 2				
2.15	Prepare and disseminate report of all concept notes received (Tier 1) and application forms (Tier 2); expressions of interest and funding received, and attach all new concept notes and application forms	High	Secretariat	Six-monthly
2.16	Conduct monitoring survey and report on GCP progress to the full SC	High	Secretariat	10 <sup>th</sup> SC meeting
<b>3</b>	<b>Research, guidance and training on donor aid practices and dissemination</b>			
3.1	Deliver the course “Working with SAIs” for donors on demand, on a full cost-recovery basis and in line with existing capacities	Low	Secretariat	Ongoing
3.2	Finalize on-line components of existing course “Working with SAIs” to be hosted on the IDI e-learning platform / IDC Portal	Low	Secretariat	December 2017
3.3	Test demand and cost for a fully facilitated e-learning course, and present to the SC	Low	Secretariat	10 <sup>th</sup> SC meeting
3.4	Undertake a review of current status of coordination of all forms of support to SAIs to inform SC discussions	High	Secretariat	10 <sup>th</sup> SC meeting
<b>4</b>	<b>Outreach and Linkages to all high priority stakeholders<sup>1</sup></b>			
4.1	Develop annual communications plan	High	Secretariat and Communications WG	28 February 2017
4.2	Develop communications package for use by SC members (logo; brochure about IDC; standard presentation on IDC objective, results and activities; presentation on importance of SAIs for good governance, accountability and transparency)	High	Secretariat and Communications WG	31 March 2017
4.3	Develop and disseminate Success Stories to show case country level results, linked back to Cooperation activities and MoU principles	High	Secretariat and Communications WG	Ongoing
4.4	Consider and possibly develop SAI capacity development blog and IDC’s social media presence	Medium	Secretariat and Communications WG	30 September 2017
4.5	Disseminate regular IDC newsletters (through the new Portal once established)	High	Secretariat	Ongoing
4.6	Carry out further communication activities for priority target audiences (through change agents) as per communications strategy and plan	Medium	Secretariat, SC members as change agents	Ongoing
4.7	Maintain strong linkages with CBC and other INTOSAI bodies to increase collaboration and avoid duplication	Medium	Secretariat, SC leadership, CBC leadership	Ongoing
<b>5</b>	<b>Upgrade of the SAI Capacity Development Database and support for the Global Survey<sup>2</sup></b>			
5.1	Design IDC Portal structure and visuals; streamline database questionnaire; and develop structure for presentation of information in the database, and integration of elements of the portal.	Medium	Secretariat & Database WG	31 May 2017

<sup>1</sup> Work Plan is based on the strategies recommended by each working group, specifically including development of an IDC Portal, which integrates the Cooperation’s existing webpages and the SAI Capacity Development Database. This is taken forward under Output 5.

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5.2	Develop Portal content (IDC core info including video and calendar of events, and work stream specific info), and gather data for country sites <sup>2</sup>	Medium	Secretariat & Database WG	30 September 2017
5.3	Technical development of the IDC Portal, including country sites and migration of database to new platform	Medium	Secretariat & Database WG	30 September 2017
5.4	Integrate all components of the IDC Portal and create links to country sites; carry out testing	Medium	Secretariat & Database WG	31 December 2017
5.5	Administer semi-annual updates of SAI capacity development projects in the Database/Portal	High	Secretariat	Six monthly
5.6	Support IDI in the implementation of the next INTOSAI-wide global stock take on SAI performance and needs (to be launched in 2017)	Medium	Secretariat	30 September 2017
<b>6</b>	<b>Support for finalizing SAI PMF and future implementation and maintenance strategy:</b> SAI PMF finalised and endorsed by INTOSAI in 2016. Implementation of SAI PMF now under strategic governance lead of CBC, with operational lead by IDI.			
6.1	Participate in SAI PMF Advisory Group, and report back to SC	Medium	Volunteer SC members	10 <sup>th</sup> SC meeting
<b>7</b>	<b>Effective Governance and Program Management</b>			
7.1	Facilitate SC meeting and SC leadership teleconferences, including preparation of documentation, reporting and summarizing such events	Medium	Secretariat	Ongoing
7.2	Secure financial support for 2018 and further in-kind support for phase 3 for the running of the Secretariat	High	Donors and SAIs	31 December 2017
7.3	Prepare 2018 draft work plan for discussion (and subsequent final approval by SC leadership by Dec 2017)	High	Secretariat	10 <sup>th</sup> SC meeting
7.4	Submit risk register for SC for review and approval of risk management approach	Medium	Secretariat	10 <sup>th</sup> SC meeting
<b>8</b>	<b>Monitoring and Evaluation of achievement of results and objectives</b>			
8.1	Systemise the collection and recording of performance data to support monitoring and reporting against 2016-18 results system <sup>3</sup>	Medium	Secretariat	15 February 2017
8.2	Submit year-end monitoring report (progress and draft budget execution) on 2016 to SC for information	Medium	Secretariat	15 February 2017
8.3	Prepare and submit the 2016 INTOSAI-Donor Cooperation Performance and Financial report as follows: <ul style="list-style-type: none"> <li>To funding donors for approval</li> <li>To SC for information</li> </ul>	High	Secretariat	<ul style="list-style-type: none"> <li>31 May 2017</li> <li>15 July 2017</li> </ul>
8.4	Submit half-yearly monitoring (January-June 2017) report to SC for information	Medium	Secretariat	15 July 2017
8.5	Decide on the nature, scope and manner of execution of a light touch review / evaluation of the Cooperation program (to then be planned and designed in 2017 and carried out in early 2018)	Medium	Steering Committee	10 <sup>th</sup> SC meeting

<sup>2</sup> Where possible, utilising synergies with the SAI's Information Database ([www.intosai-database.org.mx](http://www.intosai-database.org.mx))

<sup>3</sup> This could, in future, be integrated into the IDC Portal