

Development Partner Division of Labour exercise

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Overall process

Q: What is the purpose of the Uganda Development Partner division of labour exercise?

A: To improve development effectiveness by rationalising the efforts of Development Partners working in Uganda.

Q: We have not signed up to the Uganda Joint Assistance Strategy (UJAS). Does that mean that we should not/do not have to fill in the Questionnaire?

A: The division of labour exercise was agreed by the Government of Uganda (GoU) and the LDPG. It covers all Development Partners in Uganda, not just UJAS partners. Completing the questionnaire and taking part in the exercise does not commit a partner to being part of UJAS. Increasing selectivity is a key objective of the Partnership Principles and Paris Declaration which all Development Partners in Uganda have signed up to.

Q: Is the Division of Labour exercise binding?

A: The exercise will be as binding as Development Partners and the GoU choose to make it. Both the initial and the revised sectoral preferences in the questionnaire are in no way binding. They are only 'first thoughts' by a Development Partner which will be refined both through the peer review process and then more importantly in the Sector Working Group discussions next year.

Q: Should we include all our bilateral projects and activities or only the aid ones? Is the data you are requesting only about flows of resources that are official development assistance (ODA) or all official flows from your country or organisation (e.g. OOF) such as those disbursed by other government departments and agencies?

A: We would like to capture all official flows of resources coming into Uganda. This exercise is about assisting rationalisation of all official flows in relation to the GoU national policies and programmes. This is particularly relevant for bilateral organisation, and you may want to contact Embassy colleagues to check.

Q: Why can't I use the data given to OECD DAC?

A: The data from the OECD DAC is not about what is spent at a country level but what an organisation allocates and spends on a country or activity at HQ level. It often diverges significantly from in-country and operational or programme spending. The latter is what the AIM is trying to map. Additionally DAC data is collected in a way that does not interface well with the national budget and MTEF categorisation. The divergences are particularly in terms of sectoral definitions as well as financial vs. calendar years. Consequently OECD DAC dataset is not a useful basis for national level planning exercises.

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Peer review process

Q: What is the purpose of the peer review process?

A: The peer review process represents an important opportunity to deepen the engagement of Development Partner participants in the Division of Labour (DoL) Exercise. The objective of the peer review is to elicit opinions on the realism of DPs' initial thoughts on future sectoral focus of their activities; opinions that are authoritative, fair and do not compromise Development Partner

relationships with each other. By providing an informed and considered "second pair of eyes," the peer review process will assist DPs in refining their initial directions in the context of others' initial choices.

Q: How will the peer review be undertaken?

A: Peer reviewers will be asked to evaluate other Development Partner s' plans in terms of overall realism and the overall results of the criteria generated by the survey process (section B of the questionnaire). They will then be returned to the original DP for their consideration. Peer reviews will be returned without the identity of the peer reviewer being disclosed, to facilitate frank feedback.

The peer review will take place in the following stages:

- 1) Preparation of peer review materials and selection of peer reviewers (Sept - mid October)
- 2) Materials distributed to peer reviewers (mid Oct).
- 3) Reviews undertaken and returned to ODI team (end Oct/early Nov)
- 4) Reviews sent back to Development Partners for their consideration (mid Nov)
- 5) Adjusted Development Partner responses returned to ODI team (end Nov)

Q: How many peer reviews will there be? And who will choose them?

A: All Development Partners' responses on proposed future plans will be reviewed by at least two other donors. For some of the largest DPs, who are engaged in many sectors, this may be increased to three. ODI will conduct the peer reviewer selection process, with inputs from GOU on who would be best-placed to act as peer reviewers for each Development Partner. For the peer review process to work well, it will ideally require all Development Partners to participate.

Q: How will peer reviewers be chosen?

A: The selection criteria, agreed with the GoU and LDPG, are as follows:

- Sectoral overlap: Development Partners should review plans from peers who are working in sectors with which they are familiar and are engaged themselves.
- Workload: Peer reviewers should not be allocated too many Development Partners to review- the work should be fairly distributed amongst all participating Development Partners
- Size: Some attention should be paid to ensuring that "like-for-like" (i.e. similarly sized) Development Partners are matched.

Q: We have a project in a certain sector but do not consider ourselves significantly "engaged" with that PEAP sector/area. Why has this been described as "active engagement" in the Peer Review report tables?

A: The Aid Information Map (AIM) aims to show where current or intended aid activity is located, using the PEAP as a way of categorising aid flows and DP activities. Therefore, any funding or activity by a DP within that sector or area will be included as "active engagement", even if financed through non-government channels and even if not formally related to the PEAP in a policy or systems sense. The summary tables do not assume anything about that project's alignment, about whether the DP is engaged with the Government in the PEAP area or whether the DP is participating in coordination mechanisms.

Q: In some PEAP Objectives and Areas, we have not yet settled on our future preferences. Would

it be possible to reflect this in the Peer Review summary tables?

A: For the purposes of comparability and simplicity, we will reflect any current sectoral activity as “actively engaged” in the future, unless the DP has specified a preference or intention to leave a sector, to delegate responsibilities or to take a leading role. This preference setting will continue as part of the Peer Review process and during discussions in sector working groups.

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FDT

Q: Why doesn't the FDT open?

A: This is either because you do not have Microsoft Access or Microsoft Access Runtime on your computer, or the version of Microsoft Access is too old to run the database. If this is the case install Microsoft Access Runtime by following the steps on Page 6 of the FDT instructions.

Q: What is Access Runtime?

A: Access Runtime is a version of Microsoft Access which allows you to open and use Microsoft databases, but does not allow you to build the database themselves. No license is required to use Access Runtime (see Page 6 of the FDT instructions for options how to do this). It is a bit like Acrobat Reader – which allows you to open PDF files, but does not allow you to create documents in PDF form.

Q: What should I include in the financial data for the FDT for instruments that I am adding or correcting?

A: This is a difficult one, and relies on judgement. Here are some principles that should help you decide but if you have any questions please get in touch with the ODI team.

- Resources spent outside Uganda should not be included **UNLESS** they are provided in-kind e.g. food aid or computer to organisation in Uganda or as technical assistances to Uganda institution as defined below.
- Technical assistance and cooperation should **only** be included if it is being provided to Government Ministries, Departments, Agencies or Local Governments; Ugandan-based Private Sector Institutions or Non Governmental Organisations
- Expenses incurred in Development Partner offices relating to administration of aid instruments, policy formulation processes should **not** be included.

Q: What will happen to the data that I have corrected or added?

A: In addition to ensuring the accuracy of the Aid information Map for the purposes of the Division of Labour exercise, the aim is to build the data into GoU decision making processes. The Ministry of Finance, Planning and Economic Development has indicated its intension to use the data in the 2007/8 budget preparation process.

Q. How do you avoid double counting of Development Partner funds provided to UN or another Donor Agency?

A: All Development Partners providing funds to UN Agencies should give details of this support in both the Questionnaire and the FDT. When completing the FDT, under the section on “type of project or basket funding” the Development Partner delegating the funding (e.g. DFID delegating to UNICEF) should select the category of institution supported as “delegated cooperation to another

Development Partner” and then specify the UN agencies to which the funding has delegated in the following dialogue box. The Development Partner who has been delegated to (e.g. UNICEF) should also provide the details of the instrument in the normal way (i.e. as if it was the original donor).

When the data is being compiled across the PEAP/Budget as a whole, double counting will be avoided by removing the information on aid which is delegated to other Development Partners. However this information is important in the analysis of individual Development Partners and Sector Working Groups.

Q: I made a mistake and chose the wrong Development Partner in Setup , when I do the setup again with the right Development Partner selected, the list of instruments in the “edit instrument” drop-down menu are shown as deleted. What should I do?

A: Close the database and reopen it – the correct list of instruments will appear. You do not have to go to setup again. Or contact the ODI team.

Q: I can't see any instruments in the “edit instrument” drop-down menu.

A: **Either**, you have not performed the setup operation yet (or correctly), **or** you need to close the database and reopen it. For further assistance you can also contact the ODI team.

Q: Why does the exercise relate aid data to the PEAP and Medium Term Expenditure Framework?

A: A common classification is needed to map Development Partners activities and efforts in relation to each other. The PEAP and *Medium Term Expenditure Framework (MTEF)* were selected because:

- alignment and ownership are fundamental principles of the Development Partners and GOU
- this way the data collected can be related directly to GOU policymaking and resources allocation processes
- they are the most comprehensive classification available in Uganda

Q: Where is the data in the FDT from?

A: The main source of the data is from the Government of Uganda’s Development Management System, which is managed by the Ministry of Finance, Planning and Economic Development. This is a compilation of information from Development Partners and was used for the Government of Uganda’s Budget Estimates until 2005/06. In 2006/07 the system is being migrated to the Integrated Financial Management Information System (IFMIS), and the Development Management System was not used. Therefore it was necessary to combine information from the 2006/07 development budget estimates with data compiled by the Development Partner Economist Group for the Medium Term Expenditure Framework.

If you want to know the specific source of your data in the FDT you can tell by the format. For Ministry of Finance, Planning and Economic Development data, the names of instruments appear in CAPITAL LETTERS whilst for Economist Group Data the name of instruments appear in Upper and Lower Case.

Q: Why is my data for a particular instrument not in the FDT?

A: If data for a particular instrument of your Development Partner is not in the FDT it means that it is not included to the Ministry of Finance, Planning and Economic Development's Development Management System, or known to the Economist Group. We are aware that neither of these databases is completely comprehensive and reliable which is why we are asking for you to correct as the data and the functions for add and edit data are built into the FDT.

Q: Is it possible to convert calendar years automatically into the Government Financial year?

A: No, sorry, the FDT is not configured to do this. Please provide disbursements by Government of Uganda Financial year (July-June). If you are unable to do so please refer to page 13 of the FDT instructions for guidance.

Q: Why are you using Microsoft Access rather than Excel? Can I have it in Excel?

A: Microsoft Access has been used as it provides a user-friendly interface for data entry, and ensures that data is entered in the correct format. It also makes it possible to manipulate large quantities of data including non-numerical data, which would be greatly limited in Excel. Once you return the data files, they are in Excel because this minimises the file size to be emailed and issues around using Access Runtime.

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