

UGANDA

DEVELOPMENT PARTNER

Division of Labour Exercise

AID INFORMATION MAP

Introduction and Instructions for  
the Financial Data Tool

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Conducted by:

Overseas Development Institute  
111 Westminster Bridge Road  
London SE1 7JD  
T: 020 7922 0300 F: 020 7922 0399  
W: [www.odi.org.uk](http://www.odi.org.uk)



**UGANDA  
DEVELOPMENT PARTNER  
DIVISION OF LABOUR EXERCISE**

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This document contains instructions for the Financial Data Tool (FDT), which will be sent out as a separate MS Access database file for verification and correction.

## Glossary of Terms and Abbreviations

*Actively Engaged Development Partner:* A Development Partner that continues active involvement in some areas, such as reporting or financing streams, in a given sector. Engaged development partners in a sector/thematic area can represent others in sector/thematic dialogue with the Government. They share all relevant information among each other and with “delegating” DPs and assure that the views of “delegating partners” are equally heard and reflected in the positions presented to the Government.

*Aid Information Map (AIM):* Comprises the Development Partner (DP) Questionnaire and the Financial Data Tool (FDT).

*Alignment:* The arrangement of Development Partners’ activities and systems to a recipient government’s priorities and systems. Increasing the government’s “ownership” of systems and policies to make implementation more effective.

*Basket (or pooled) Funding:* Sectoral aid financed by a joint Development Partners’ account, kept separate from other funding for the same (sub-)sectors.

*Delegated partnership:* An arrangement where one development partner (DP) devolves responsibilities to another DP. This can be across a range of aspects of sectoral activity but particularly in terms of financing and/or dialogue functions.

*Development Partner (DP):* Bilateral and multilateral organisations and agencies providing support to Uganda.

*Development Partner Questionnaire:* The questionnaire collects information on current and possible future DP activities and explores the characteristics that are likely to be important for the degrees of engagement DPs can commit to in a given sector.

*Financial Data Tool:* The FDT contains detailed financial information from the MFPED and the Economists Group on aid instruments and relates them to PEAP pillars and Uganda Budget/MTEF classifications. The existing data for each DP will be sent to them for verification, correction and completion, in the form of a MS Access database.

*General Budget Support (GBS):* Financial support given directly to government budget, with no earmarking of funds but accompanied with dialogue with GOU around the implementation of the PEAP.

*GOU:* Government of Uganda.

*Harmonisation:* Coherence of approaches, systems and policies between Development Partners to make aid more efficient and more effective.

*Leading Development Partner:* In any given sector/area, there is a range of leadership functions that can be taken on by DPs. This may be undertaken by one or more partners. Functions include acting as the main liaison with Government in policy dialogue and advocacy. The role of the lead development partner will depend on the agreements reached with government and other Development Partners in the sector/area, but may include the following: acting as the main liaison with Government in policy dialogue and advocacy, facilitating funds and aid management, ensuring that joint reviews, monitoring and reporting take place following agreed formats, providing services to other Development Partners (information, communication and technical advice) and/or monitoring Development Partners’ performance. Some of these functions are currently managed by the Chairs of DP sector/thematic groups.

*Local Development Partners Group (LDPG):* A high-level policy forum where the DP heads of mission or heads of development cooperation based in Uganda meet to coordinate their efforts as part of the harmonisation and alignment agenda.

*LDPG/GoU Taskforce on harmonisation:* Group tasked with taking forward the division of labour process for Government and DPs, which includes representatives of OPM, MFPED and LDPG. Reports to the LDPG/GoU Committee on Harmonisation.

*MTEF:* Medium-Term Expenditure Framework of the GOU Budget.

*MFPED:* Uganda's Ministry of Finance, Planning and Economic Development.

*OECD/DAC:* Organisation for Economic Cooperation and Development / Development Assistance Committee. A global discussion forum and self-regulatory mechanism for official development organisations.

*OPM:* Office of the Prime Minister of Uganda.

*Partnership Principles:* A set of principles agreed by GOU and DPs in 2003, linking DP support and the PEAP (see: [http://www.odi.org.uk/PPPG/cape/what\\_we\\_do/aid\\_effectiveness/uganda\\_partnership\\_principles.pdf](http://www.odi.org.uk/PPPG/cape/what_we_do/aid_effectiveness/uganda_partnership_principles.pdf)).

*Poverty Action Fund (PAF):* Established by the GOU in 1998 under the Medium-Term Expenditure Framework (MTEF), the PAF is a virtual ring-fenced fund aimed at protecting resources for key poverty reducing areas including water, health, education and rural infrastructure among others. Initially it comprised debt relief savings, later joined by additional support from Development Partners and the Government of Uganda.

*Poverty Action Fund (PAF) Budget Support:* Budget support notionally earmarked to expenditures within the Poverty Action Fund areas.

*PEAP (Poverty Eradication Action Plan):* A public action framework for the eradication of poverty and for turning Uganda into a middle-income country. First launched in 1997; revised in 2000 and 2004. It is grouped into five "pillars", and has acted as Uganda's Poverty Reduction Strategy Paper since 2000. (see: [http://www.odi.org.uk/PPPG/cape/what\\_we\\_do/aid\\_effectiveness/uganda\\_PEAP\\_2004.pdf](http://www.odi.org.uk/PPPG/cape/what_we_do/aid_effectiveness/uganda_PEAP_2004.pdf))

*Sector Budget Support:* Financial support, channelled through the Government of Uganda's Budget, that is notionally earmarked to a specific sector or sub-sector.

*Sector Working Group (SWG):* Comprising stakeholders from GOU institutions within a sector, civil society organisations and Development Partners, SWGs meet to agree sector budget submissions and new projects proposed to sector, as well as to review sector performance and to deliberate on key sectoral policies.

*Uganda Development Partner division of labour exercise:* An exercise, agreed by the GOU and DPs, to improve DP selectivity, promote key Partnership Principles and achieve greater efficiency and effectiveness in the delivery of aid in Uganda.

## UGANDA DEVELOPMENT PARTNER DIVISION OF LABOUR EXERCISE

### Introduction to the Financial Data Tool (FDT)

This FDT contains existing detailed financial information from the MFPED and the Economists Group on aid flows in Uganda. It relates aid flows and instruments to the PEAP and Ugandan Budget. The purpose of sending DPs this data is for you to verify and correct as necessary the information on your own institution. Data is presented in terms of:

- the PEAP pillars and MTEF Sectors;
- the range of aid instruments;
- associated budgeted and actual disbursements provided to Uganda from 2003/04 to the present day; and
- future planned disbursements by aid instrument for 2006/07 as well as the medium/long term.

This will provide a baseline for the GOU and Development Partners to analyse the degree to which aid is being provided in line with PEAP goals and sector policy objectives; it will also provide the basis for an enhanced division of labour between Development Partners.

The corrected data set that you return should be as **comprehensive** as possible, including:

- **all on- and off-budget aid instruments to the Government of Uganda;**
- **all aid to non-governmental organisations (local and international);**
- **all aid to other aid agencies;**
- **all aid to private sector institutions in Uganda.**

You are requested to complete collection of financial information on or before the **29<sup>th</sup> September 2006, in line with completion of the DP Questionnaire. This information will be shared with MFPED and the Economists Group.** If you have any difficulties or would like help completing the FDT, please contact the ODI Team (see the footer for details). Assistance in person is also available.

### Overview of the FDT – **please read before opening the FDT.**

There are three main components to the FDT:

**1. Reviewing Original Data** This component shows the financial data held by the MFPED and Economists Group on your organisation's aid contribution in Uganda. Data is presented in two ways: Report A gives aid instrument profiles; and Report B presents aid flows mapped onto MTEF Sectors. This data should be reviewed for accuracy (please note that printouts are probably easiest for reviewing the data, because of the detailed nature of the reports). To maintain the integrity of the data set, edits cannot be made in this section. Instead, you can make corrections in Section 2 (see below, "Updating and Entering Data").

**2. Updating and Entering Data** You can modify, add or remove data from the FDT, as many times as necessary. There are two steps that need to be undertaken – mapping the instrument, and updating the financial data:

**Step 2a. Instrument Details and Mapping onto the PEAP and MTEF** The first step is to edit the details of Aid Instruments and map them onto the PEAP and the MTEF, to add the details of any Aid Instruments which do not appear in data given to you, or to delete whole Instruments that may be incorrectly attributed to your organisation. To edit, select an Instrument from the drop-down list. To add data where an Instrument is not on the drop-down list, click on the "Add New Instrument" button. In both cases, you will be automatically directed to a data entry form. For details, see "Step 2a: Adding or Editing Details of Aid Instruments and Mapping them onto the PEAP and MTEF" (p. 10).

**Step 2b. Updating Financial Information on Planned and Actual Disbursement** The second step is to edit details of planned and actual disbursements by Instrument. For details, see "Step 2b: Updating Financial

Information on Planned and Actual Disbursement” (p. 12). N.B. financial data is presented in terms of the Ugandan financial year (1<sup>st</sup> July-30<sup>th</sup> June).

3. **Reviewing Edited Data** This allows you to review (on screen or printed) the data edited by you. You can review your organisation’s Instruments, how they map on to the PEAP and MTEF and financial data, in US dollars or your own currency.
4. **Sending Edited Data to the ODI Team** Instructions are found on the FDT’s *Main Menu*.

With these instructions you will receive the Financial Data Tool in the form of a MS Access file. This is loaded with data from MFPED and the Economist Group.

## DETAILED STEP-BY-STEP INSTRUCTIONS FOR THE FDT

There are four ways of opening this file depending on whether you have Microsoft Access and the speed of your internet connection:

- 1) **If you have MS Access**, simply open the AIM FDT file and proceed to “OPENING THE FDT” below.
- 2) **If you don’t have MS Access but have a reasonably fast internet connection**, you can download a piece of software (Access Runtime) that allows you to use the database without Access.
  - a. Download Runtime from this [location](#). This will take between 5-8 minutes. Click “Save”. Then click Open and Unzip the file. Double-click the ACCESSRT file to install.
  - b. Then double-click on the AIM FDT (which was emailed to you with these instructions) and click Unzip or Extract. Save the file in “My Documents”. Follow further instructions below, under “Opening the FDT”.
- 3) **If you don’t have MS Access and only have a dial-up connection**, please use the CD-Rom that is being sent to all DPs.
  - a. Open the “AIM FDT” folder and double-click on “SETUP”.
  - b. In the Setup Wizard, click “Next” and enter your name and organisation. Then click “Next” again, “Typical” installation and “Install”. This will take a couple of minutes. Once completed, click “Finish”.
  - c. On the “start” menu, click “All Programs” and you will find the AIM FDT file at the bottom of the list. Read instructions below before opening the file. **If you cannot find this**, go to C:/ProgrammeFiles/FDT Access Runtime, where you will find the AIM FDT file.
- 4) **If you do not have MS Access and cannot download the software for security reasons or use the CD-Rom**, the FDT can be delivered to you by flashdrive (memory stick) by a member of the ODI Team, who can assist you with starting the FDT. The process is identical to the CD-Rom (option 3 above). Please email ([uganda.questionnaire@odi.org.uk](mailto:uganda.questionnaire@odi.org.uk)) the Team if you require this option.

**Before opening the file**, check that the file has **not** become a “read-only” file. Right-click on the icon, click on “Properties” and make sure that the “read-only” box is NOT ticked.

## OPENING THE FDT

When you open the Access file, you may find Security Warnings. If you are asked if you wish to "block unsafe expressions", click "No", then "Yes" to open. **Click "Open" to continue.**

The *Main Menu* will appear as below. You can maximise the Menu screen for easier viewing.

**AIM Financial Data Tool - [Main Menu]**

File Edit Insert Records Window Help

**Uganda Aid Information Map (AIM) 2006 - Financial Data Tool** **MAIN MENU**

Development Partner Name:

*PLEASE READ THE ACCOMPANYING INSTRUCTIONS BEFORE STARTING.*

*There are four steps to completing the 2006 Aid Information Map (AIM) Financial Data Tool (FDT), set out below (scroll down to see further steps), which is to be completed alongside the AIM Questionnaire. If you need further assistance, please contact the ODI Team on [uganda.questionnaire@odi.org.uk](mailto:uganda.questionnaire@odi.org.uk). Instructions, definitions and FAQs can be found at: [http://www.odi.org.uk/PPPG/cape/what\\_we\\_do/aid\\_effectiveness/uganda\\_dp\\_division\\_labour.html](http://www.odi.org.uk/PPPG/cape/what_we_do/aid_effectiveness/uganda_dp_division_labour.html)*

**Set Up**  
Click on "set up" to configure AIM FDT for your agency and set currency and exchange rates.

**WARNING: Use set up only once, as changing the set up configuration will over-write any data you have entered**

**SETUP**

**Step 1: Reviewing Original Data to be Verified and Updated**

Click on "View Original Data" to review aid data from MFPED and the Economist Group. This data is to be edited and updated by you.

**View Original Data**

**Step 2: Updating and Entering Data**

*Step 2a: Adding or editing details of aid instruments and mapping them onto the PEAP and MTEF*

To edit an existing instrument, select it from the drop down list and click on the "Edit Instrument" button.

**Edit Instrument**

Click on "Add New Instrument" to add a new instrument and enter its details.

**Add New Instrument**

Click "Delete Instrument" to delete an instrument and all its data.

**Delete Instrument**

*Step 2b: Adding or updating financial data to instruments*

Please add or edit financial data in either US dollars, or in the development partner currency and order of magnitude you selected, by selecting the instrument from the list and clicking the appropriate edit button:

**Edit in US Dollars Million** **Edit in Development Partner Currency**

*If you can't find the instrument you've just added from the list, press "Exit AIM FDT" and restart the AIM FDT and the instrument will appear*

**Step 3: Reviewing Edited Data**

Click here to review the data you have edited.

**View data edited and updated by you**

Repeat step 2 until edited data is correct, and then move onto step 4, sending edited data to the ODI Team.

**Step 4: Sending Edited Data to the ODI Team**

The fourth step is to send the data to the ODI Team. Click on "Sending Data" for details.

**Sending Data**

You can exit AIM FDT at any time by clicking this button. Data will automatically be saved.

**Exit AIM FDT**

## SETUP

N.B. This should be done only ONCE; if you set-up again, it will erase any data you have edited. If you make a mistake in the initial set-up, simply start again.

To start, follow the instructions in the red Setup box on the *Main Menu*.

1. Click "SETUP" and "YES" to continue.

2. Click "Set Development Partner".
3. Select your agency/organisation and click "Extract Data".
4. Click "Yes" to continue. Your profile is now set up.
5. Then click "Exit to Set up Menu".
6. Set your currency and exchange rates by clicking "Set Currency" in the Set up Menu.
7. Select the currency in which you provide aid and click "Set Exchange Rate". Two warning boxes may appear – if they do, click "Yes" in both instances. **If your currency is not on the list**, enter the name in the DP Currency box and enter the historical exchange rates, obtainable from the **Appendix** to this document.
8. Then click "Exit to Set up Menu" followed by "Exit to Main Menu".

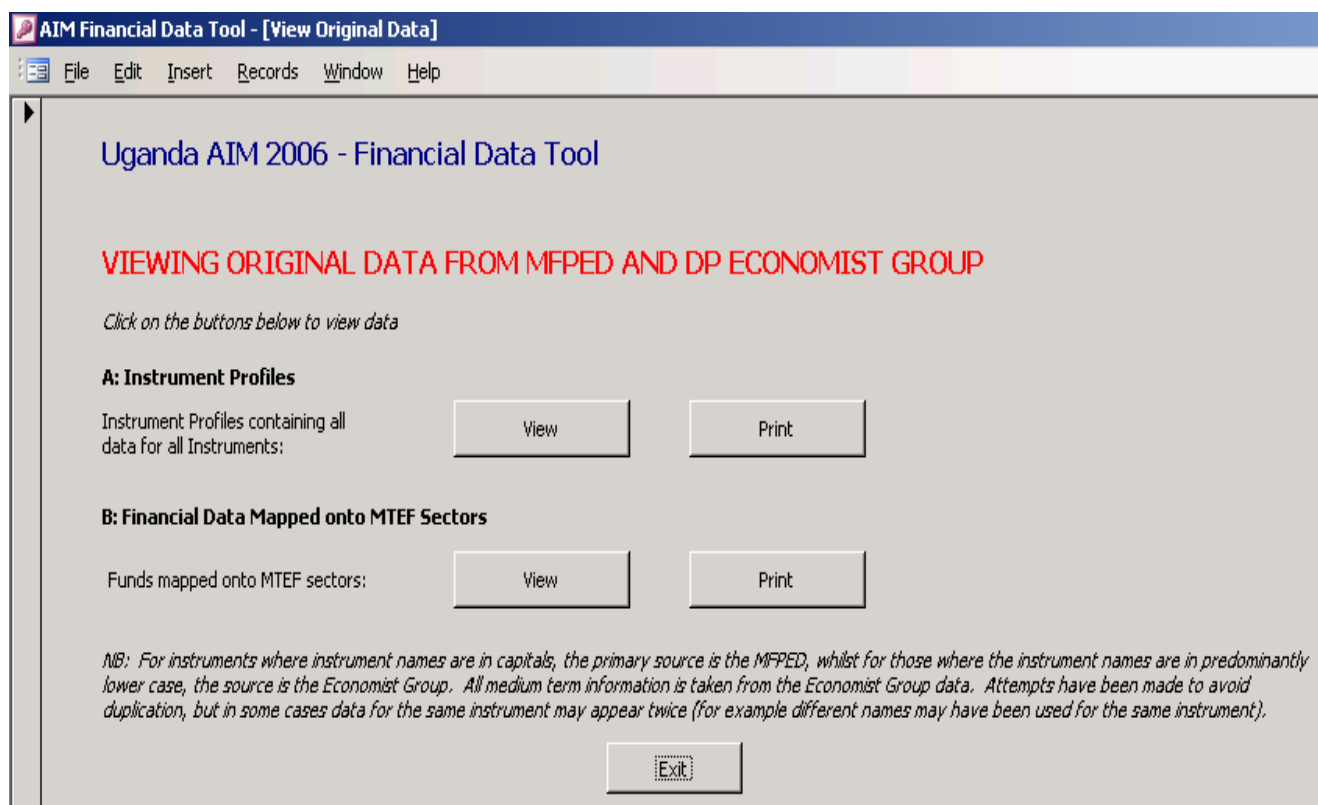
The *Main Menu* provides options for reviewing original data, updating and entering data, reviewing edited data and submitting data.

**You can exit the FDT at any time by clicking the "Exit AIM FDT" button, which automatically saves the data.**



## Step 1: REVIEWING ORIGINAL DATA

Press the "View Original Data" button on the *Main Menu*. The *Viewing Original Data* menu appears as follows:



Each button provides you with a table displaying different aspects of the data you have entered and updated. There are two main types of table: A - those providing **instrument** details and the mapping of instruments onto PEAP and Sectors; and B - those providing **financial** information.

To **view** either A or B, click "View". At the bottom left of the new window, you can navigate through the data. Once you have viewed the data, close the window with the cross button (**but do not close the whole Access file by pressing the top cross**).

To **print** either A or B: if you wish to alter your printing preferences (i.e. printing on both sides or two pages per side), alter your printer preferences **before** clicking "Print" as this will send the data directly to the printer. Then simply click "Print" on the *Viewing Original Data Menu*.

Once you have finished reviewing the original data, click "Exit" to return to the *Main Menu*.

## Step 2: UPDATING AND ENTERING DATA

There are two steps that need to be undertaken consecutively. The first is Adding or Editing Details of Instruments; the second is Updating Financial Information.

### Step 2a: Adding or Editing Details of Aid Instruments and Mapping them onto the PEAP and MTEF

In Step 2a, you can add, delete or edit the information in the database. When you select an aid Instrument for which data already exists in the FDT, the form will automatically display all the existing data for that Instrument.

To **add** an entire Instrument that is missing from the original data set, click "Add New Instrument" on the *Main Menu*. The form will be blank. Type the Instrument in the first box and complete the form. See below for further instructions and information.

To **delete** an existing Instrument, click "Delete Instrument" on the *Main Menu* and follow the instructions. Close the *Delete Instrument* window if you decide not to delete an Instrument. **If you delete an Instrument you cannot reinstate it. However, you can view the Instrument's details in the "Reviewing Original Data" section.**

To **edit** the details of an existing Instrument, select the Instrument from the drop-down menu and click "Edit Instrument". **If no instruments appear in the drop-down menu**, close the database and reopen it. You will **not** have to perform the Setup operation again. The *Edit Instrument* form will appear as below:

**AIM Financial Data Tool - [Edit Existing Instrument Details]**

File Edit Insert Records Window Help

Uganda Aid Instrument Map 2006 - Financial Data Tool

**EDIT INSTRUMENT: Edit Details and Map onto PEAP and MTEF**

**A: Details of Instrument**

For projects that overlap many sectors/areas, please map according to the sector to which the project mostly belongs and do not include a project in more than one area.

Name of Instrument and Agreement  
Add or edit the name of the aid Instrument: EDUCATION PROJECT-GRANT

Name of agreement under which Instrument falls [add Instrument name if the same as Instrument]: EDUC STRATEGIC INVESTMENT PLAN

Add any reference code you use for instrument:

Planned Close Date for the Instrument  
Please select the Ugandan Financial Year in which funding for the instrument closed, or is planned to close. For project or basket support, this should be the final year you are committed to funding the project/basket: 2002/03

Type of Instrument  
Is the instrument provided as a grant or loan? Grant  
Loan  
Mixed

What Aid Modality is used?  
Basket Funding  
Delegated Project or Basket Funding  
Full GBS  
PAF Budget Support  
Project Support  
Sector Budget Support

**B: Nature of Project or Basket Funding** see Appendix II for list (p. 17 of Instructions)

Select the category of institutions or the lead GOU Ministry, Department or Agency supported:  
011 Local Government  
012 Lands, Housing and Urban Development  
013 District Secondary Education  
013 Education and Sports

Please give details of other specific institutions supported by the project, where appropriate:

Please select the most applicable description of the type of support being provided to the above institutions:  
Majority Humanitarian Support  
Majority Physical Infrastructure or Investment  
Majority Recurrent Service Delivery  
Majority TA, Institutional Support and/or Capacity Building

**C: Mapping onto PEAP** see Appendix III for list (p. 18 of Instructions)

Which PEAP pillar does this instrument support?  
Multi Pillar (General/PAF Budget Support, Multi Pillar Projects/Baskets)  
1. Economic Management  
2. Enhancing Production, Competitiveness & Incomes  
3. Security, Conflict & Disaster Management  
4. Good Governance  
5. Human Development  
n/a Not Supporting the PEAP

Please select the most relevant PEAP objective under the Pillar you selected for the project. If none of these are applicable, there are alternative options at the bottom of the list.

Please select the most relevant sector/area under the PEAP objective for this instrument. If the instrument is not applicable to any of the sectors listed, you may select "Different Areas" or "Objective as a whole" from the bottom of the list.

**D: Mapping onto MTEF and Sectors**

Please select the most relevant MTEF sector for this instrument (if any):

Please select the statement which most closely reflects the alignment of your instrument to GOU sector or sub-sector policy or strategy:

Please provide precise details which GOU sectoral or sub-sectoral policy or strategy document, these activities support or are related to:

Exit to Main Menu

The fields for editing or adding an instrument are as follows:

#### A: Details of Instrument

Section A asks various details of the aid Instrument:

- **Instrument Name** You are asked here for the name of the Instrument and the name of the agreement that governs the Instrument, if different from the name of the project. It also requests your own reference code for the Instrument, for your ease of reference.
- **Planned Close Date for the Instrument** You are asked to select the **Ugandan financial year** for when funding for this Instrument closed or is planned to close.
- **Type of Instrument:** This asks whether the aid is being provided as a grant or loan and to specify the aid modality.

**B: Nature of Project or Basket Funding:** If the Instrument is project or basket funding, then these questions should be answered regarding the specific institutions supported – whether or not they are situated within the GOU – and the type of support being provided by the project (TA and institutional support, Recurrent Service Delivery, or Investment). **(Appendix II)**

#### C: Mapping onto PEAP

Select the most relevant PEAP pillars, objectives and areas that the Instrument supports. **(Appendix III)**.

#### D: Mapping onto Budget and Sectors

- Select the most appropriate Budget MTEF sector for the Instrument.
- Next, select the most appropriate statement about how your Instrument relates to Government policies and sectors (policy alignment).
- Then provide details for those policies and strategies to which the Instrument is aligned.

#### Updating Records and Exiting

Once you have completed entering or editing the data, click the "Exit to Main Menu" button. If you wish to delete the entire set of records for the Instrument, including financial data, return to the *Main Menu* and click "Delete instrument". This can be done multiple times.

## Step 2b: Updating Financial Information on Planned and Actual Disbursement

The next stage is to update or enter financial data on planned and actual disbursements for each Instrument. N.B. If you are not using US Dollars, ensure that you have already set your currency of disbursement in the SETUP section. The FDT tool will then automatically convert the data into US\$.

### Entering Financial Data

This should be done in the currency and units selected. Once you have selected the financial data you wish to add or update, the following form appears (N.B.: it will look slightly different if completed in US\$):

**AIM Financial Data Tool - [Edit Financial Details in Development Partner Currency]**

File Edit Insert Records Window Help

### Uganda AIM 2006 - Financial Data Mapping Tool

**ADD/EDIT INSTRUMENT PLANNED AND ACTUAL FINANCIAL DISBURSEMENTS  
In Development Partner Currency**

Name of Instrument:

Currency:  Units:

**A: Details of Past Budgeted and Actual Disbursements For Instruments**

*Please enter actual disbursements under this instrument in the following Uganda Financial Years (July to June) in the currency and units you have selected. GOU budget numbers are included for your information and cannot be edited in their fields. If you wish to correct the budget numbers, please make a note in the Comments box below.*

	Own Currency		Own Currency
2003/04 Budget	<input type="text" value="0.000"/>	Disbursed	<input type="text" value="0.000"/>
2004/05 Budget	<input type="text" value="0.000"/>	Disbursed	<input type="text" value="0.000"/>
2005/06 Budget	<input type="text" value="0.000"/>	Disbursed	<input type="text" value="0.000"/>

**B: Planned Expenditures under Instrument**

*Please enter data for future planned expenditures under the instrument for this financial year (2006/07) and over the medium term, where such information is available, otherwise leave the cell blank.*

	Own Currency
2006/07 Budget	<input type="text" value="3.190"/>
2007/08 Planned	<input type="text" value="0.000"/>
2008/09 Planned	<input type="text" value="0.000"/>
2009/10 Planned	<input type="text" value="0.000"/>

**C: Comments**

*If you are unable to provide future projections or any other financial data, please give reasons below:*

Part A: You are asked to provide data on actual disbursements for past financial years 2003/04 to 2005/06 – the years since the third iteration of the PEAP was drafted. Where possible, information should be provided in **Ugandan Financial Years**, which run from the 1<sup>st</sup> of July to the 30<sup>th</sup> of June each year. If this is not possible either:

- Enter actual disbursement data from the closest financial year should be provided; or
- If disbursements are only available in calendar years then half of the actual disbursements for each relevant calendar year should be used as a proxy for the Ugandan financial year (e.g. disbursements for 2003/04 would be made up of half of 2003 disbursements and half of 2004 disbursements).

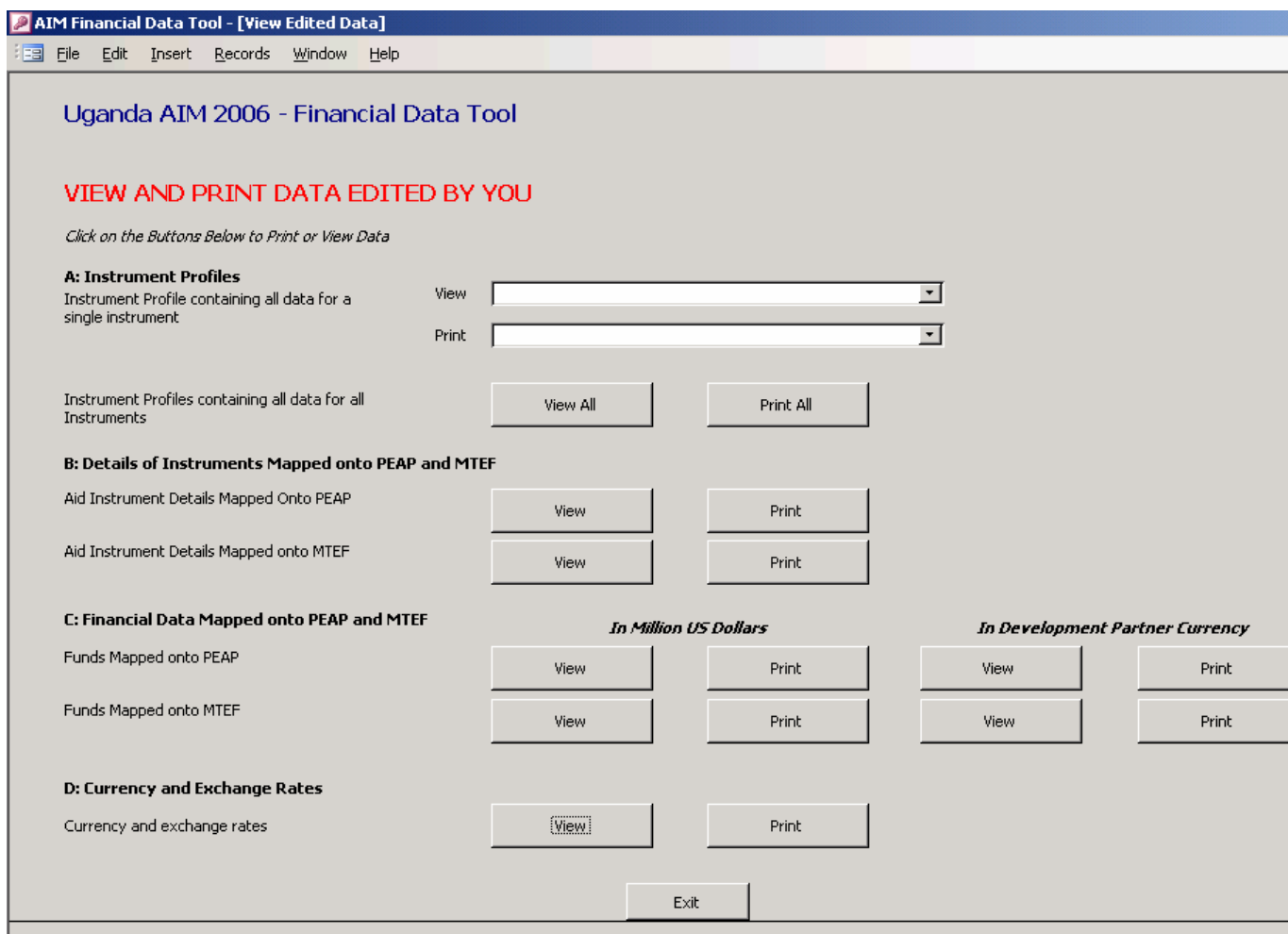
Part B: You are asked to provide data for budgeted and planned expenditures, from 2006/07 to 2009/10. Please follow the protocol from Part A above.

Part C: If data is not available, please provide an explanation as to why data is not available in the “Comments” box. Please specify which data is unavailable. This is also where you can correct past budget figures, if you so wish.

Once you have completed entering or editing the data, click the “Exit to Main Menu” button.

### Step 3: REVIEWING EDITED DATA

Click on the “View data edited and updated by you” button. The following menu will appear:



**Section A** allows you to view or print individual edited Instrument profiles. Select the Instruments from either the “View” or “Print” drop-down menus. You can do this after each edit in Step 2 or at the end. Alternatively, you can review all the edited Instruments by clicking on “View All” or “Print All”.

**Section B** allows you to view or print details of Instruments mapped onto the PEAP and MTEF.

**Section C** shows your financial data mapped onto the PEAP and MTEF. You can review this either in US dollars or your own currency.

**Section D** displays exchange rates between your specified currency and US dollars.

### Step 4: SENDING EDITED DATA TO THE ODI TEAM

Instructions for sending edited data can be found by clicking on “Sending Data”. It allows for automated email delivery or for you to save the data and email it yourself. If you have any problems in sending the data, such as the file appearing to be too large to send, please contact us.

**If you have installed Access Runtime from the CD-Rom, you can remove it and the FDT once you have sent the data. You will need the CD-Rom to remove the programmes.**

## Appendix I: Table of Currency Conversions

Below is a list of exchange rates of different currencies obtained from [www.xe.com/ict](http://www.xe.com/ict). Use these rates when entering in the data on exchange rates.

Currency Unit		USD per currency unit on:			
		31st Dec 2003	31st Dec 2004	31st Dec 2005	30th Jun 2006
AFA	Afghanistan Afghanis (Precursor to AFN)	0.02326	0.02326	0.02035	0.02030
ALL	Albania Leke	0.00879	0.01084	0.00964	0.01031
DZD	Algeria Dinars	0.01423	0.01388	0.01372	0.01368
ARS	Argentina Pesos	0.34048	0.33610	0.32987	0.32422
AUD	Australia Dollars	0.75298	0.77981	0.73196	0.74224
ATS	Austria Schillings (Obsolete)	0.09157	0.09835	0.08604	0.09284
BSD	Bahamas Dollars	1.00000	1.00000	1.00000	1.00000
BHD	Bahrain Dinars	2.65252	2.65565	2.65305	2.65210
BDT	Bangladesh Taka	0.01707	0.01678	0.01510	0.01452
BBD	Barbados Dollars	0.50251	0.49068	0.50251	0.50251
BEF	Belgium Francs (Obsolete)	0.03124	0.03355	0.02935	0.03167
BMD	Bermuda Dollars	1.00000	1.00000	1.00000	1.00000
BRL	Brazil Reais	0.34710	0.36533	0.42766	0.46181
BGN	Bulgaria Leva	0.63719	0.69660	0.60518	0.64144
XOF	CFA BCEAO Francs	0.00192	0.00206	0.00180	0.00195
XAF	CFA BEAC Francs	0.00192	0.00206	0.00180	0.00195
CAD	Canada Dollars	0.77341	0.83066	0.86136	0.89706
CLP	Chile Pesos	0.00169	0.00179	0.00194	0.00183
CNY	China Yuan Renminbi	0.12082	0.12083	0.12391	0.12512
COP	Colombia Pesos	0.00036	0.00042	0.00044	0.00038
XPF	Comptoirs Français du Pacifique Francs	0.01056	0.01134	0.00992	0.01071
CRC	Costa Rica Colones	0.00239	0.00218	0.00201	0.00195
HRK	Croatia Kuna	0.16282	0.17675	0.16058	0.17654
CYP	Cyprus Pounds	2.07039	2.35405	2.06484	2.21976
CZK	Czech Republic Koruny	0.03898	0.04455	0.04070	0.04478
DKK	Denmark Kroner	0.16923	0.18195	0.15867	0.17129
DOP	Dominican Republic Pesos	0.02410	0.03452	0.02920	0.03072
XCD	East Caribbean Dollars	0.37453	0.37244	0.37173	0.37453
EGP	Egypt Pounds	0.16221	0.16300	0.17429	0.17382
EEK	Estonia Krooni	0.08053	0.08650	0.07567	0.08165
EUR	Euro	1.26009	1.35339	1.18395	1.27755
FJD	Fiji Dollars	0.57379	0.60900	0.57560	0.56948
FIM	Finland Markkaa (Obsolete)	0.21193	0.22762	0.19913	0.21487
FRF	France Francs (Obsolete)	0.19210	0.20632	0.18049	0.19476
DEM	Germany Deutsche Marks (Obsolete)	0.64428	0.69198	0.60534	0.65320
GRD	Greece Drachmae (Obsolete)	0.00370	0.00397	0.00347	0.00375
HKD	Hong Kong Dollars	0.12879	0.12866	0.12896	0.12876
HUF	Hungary Forint	0.00482	0.00550	0.00469	0.00451
XDR	IMF Special Drawing Rights	1.48062	1.54784	1.42927	1.47937
ISK	Iceland Kronur	0.01410	0.01624	0.01586	0.01318
INR	India Rupees	0.02194	0.02301	0.02225	0.02176
IDR	Indonesia Rupiahs	0.000119	0.000107	0.000102	0.000108
IRR	Iran Rials	0.000120	0.000114	0.000110	0.000110
IQD	Iraq Dinars	3.21647	0.00068	0.00068	0.00068
IEP	Ireland Pounds (Obsolete)	1.59999	1.71845	1.50331	1.62215
ILS	Israel New Shekels	0.22758	0.23144	0.21688	0.22597
ITL	Italy Lire (Obsolete)	0.00065	0.00070	0.00061	0.00066
JMD	Jamaica Dollars	0.01668	0.01628	0.01553	0.01517
JPY	Japan Yen	0.00934	0.00973	0.00850	0.00873
JOD	Jordan Dinars	1.40885	1.38965	1.41153	1.41143
KES	Kenya Shillings	0.01313	0.01293	0.01380	0.01354
KWD	Kuwait Dinars	3.39956	3.39328	3.42466	3.45829

Currency Unit		USD per currency unit on:			
		31st Dec 2003	31st Dec 2004	31st Dec 2005	30th Jun 2006
LBP	Lebanon Pounds	0.00066	0.00066	0.00066	0.00066
LUF	Luxembourg Francs (Obsolete)	0.03124	0.03355	0.02935	0.03167
MYR	Malaysia Ringgits	0.26319	0.26180	0.26452	0.27214
MTL	Malta Liri	2.80112	3.13023	2.75729	2.98151
MUR	Mauritius Rupees	0.03884	0.03538	0.03284	0.03232
MXN	Mexico Pesos	0.08898	0.08961	0.09410	0.08859
MAD	Morocco Dirhams	0.11381	0.12130	0.10816	0.11520
NLG	Netherlands Guilders (Obsolete)	0.57181	0.61414	0.53725	0.57973
NZD	New Zealand Dollars	0.65584	0.71974	0.68250	0.60866
NOK	Norway Kroner	0.15007	0.16437	0.14817	0.16062
OMR	Oman Rials	2.59740	2.60037	2.59750	2.59723
PKR	Pakistan Rupees	0.01751	0.01684	0.01673	0.01664
PEN	Peru Nuevos Soles	0.28823	0.30528	0.29253	0.30654
PHP	Philippines Pesos	0.01801	0.01780	0.01886	0.01886
PLN	Poland Zlotych	0.26770	0.33190	0.30782	0.31394
PTE	Portugal Escudos (Obsolete)	0.00629	0.00675	0.00591	0.00637
QAR	Qatar Riyals	0.27464	0.27503	0.27469	0.27466
ROL	Romania Lei (Precursor to RON)	0.000031	0.000035	0.000034	0.000036
RON	Romania New Lei			0.33544	0.35685
RUR	Russia Rubles (Precursor to RUB)	0.03420	0.03601		
RUB	Russia Rubles			0.03479	0.03722
SAR	Saudi Arabia Riyals	0.26665	0.26666	0.26665	0.26667
XAG	Silver Ounces	5.92145	6.81500	8.82000	10.93676
SGD	Singapore Dollars	0.58882	0.61267	0.60150	0.63155
SKK	Slovakia Koruny	0.03063	0.03496	0.03124	0.03323
SIT	Slovenia Tolars	0.00528	0.00565	0.00494	0.00533
ZAR	South Africa Rand	0.14970	0.17694	0.15760	0.13952
KRW	South Korea Won	0.00084	0.00096	0.00099	0.00105
ESP	Spain Pesetas (Obsolete)	0.00757	0.00813	0.00712	0.00768
LKR	Sri Lanka Rupees	0.01042	0.00956	0.00979	0.00962
SDD	Sudan Dinars	0.00387	0.00391	0.00434	0.00460
SEK	Sweden Kronor	0.13904	0.14990	0.12585	0.13861
CHF	Switzerland Francs	0.80813	0.87570	0.75916	0.81642
TWD	Taiwan New Dollars	0.02946	0.03149	0.03046	0.03089
THB	Thailand Baht	0.02525	0.02570	0.02440	0.02620
TTD	Trinidad and Tobago Dollars	0.16260	0.16064	0.15930	0.15999
TND	Tunisia Dinars	0.81873	0.83493	0.73638	0.75838
TRL	Turkey Liras (Precursor to TRY)	0.000000712	0.000000747	0.000000741	0.000000631
TRY	Turkey New Lira			0.74047	0.63064
AED	United Arab Emirates Dirhams	0.27225	0.27226	0.27226	0.27230
GBP	United Kingdom Pounds	1.78578	1.91589	1.72040	1.84853
USD	United States Dollars	1.00000	1.00000	1.00000	1.00000
VEB	Venezuela Bolivares	0.0006252	0.0005217	0.0004657	0.0004657
VND	Vietnam Dong	0.0000639	0.0000634	0.0000628	0.0000625
ZMK	Zambia Kwacha	0.0002132	0.0002125	0.0002928	0.0002878



## Appendix II: GOU Budget Classification (Administrative/Vote)

CODE	MINISTRY, AGENCY AND LOCAL GOVT.	CODE	MINISTRY, AGENCY AND LOCAL GOVT.
001	Office of the President	133	Directorate of Public Prosecution
002	State House	134	Health Service Commission
003	Office of the Prime Minister	135	Mass Mobilisation
004	Ministry of Defence	136	Makerere University
005	Ministry of Public Service	137	Mbarara University
006	Ministry of Foreign Affairs	138	Makerere University Business School
007	Ministry of Justice and Constitutional Affairs	139	Kyambogo University (Formerly ITEK)
008	Ministry of Finance, Planning and Economic Development	140	Uganda Management Institute
009	Ministry of Internal Affairs	141	Uganda Revenue Authority
010	Ministry of Agriculture, Animal Industry and Fisheries	142	National Agricultural Research Organisation
011	Ministry of Local Government	143	UBOS
012	Ministry of Lands, Housing and Urban Development	144	Uganda Police
013	Ministry of Education and Sports	145	Uganda Prisons
014	Ministry of Health	146	Public Service Commission
015	Ministry of Tourism, Trade and Industry	147	Local Government Finance Commission
016	Ministry of Works, Housing and Communications	148	Judicial Service Commission
017	Ministry of Energy and Minerals	149	Gulu University
018	Ministry of Gender, Labour and Social Development	150	NEMA
019	Ministry of Water and Environment	151	Uganda Blood Transfusion Service
020	Ministry of ICT	152	NAADS secretariat
099	Treasury Consolidation	153	PPDA
100	Specified Officers (Statutory)	154	Uganda National Bureau of Standards
101	Judiciary (Office of Judicature)	155	Uganda Cotton Development Authority
102	Electoral Commission	156	Uganda Lands Commission
103	Inspector General of Government's Office	157	National Forestry Authority
104	Parliamentary Commission	158	ISO
105	Law Reform Commission	159	ESO
106	Uganda Human Rights Commission	160	Uganda Coffee Development Authority
107	Uganda Aids Commission	161	Mulago Hospital Complex
108	National Planning Authority	162	Butabika Hospital
109	Law Development Centre	163-173	Referral Hospitals
110	Uganda Industrial Research Centre	201-223	Embassies and Missions
131	Office of the Auditor General	501-850	Local Governments
132	Education Service Commission	756	Kampala City Council

## Appendix III: Classification of PEAP Pillars, Objectives and Sectors

This is for Section C of the Adding or Editing Instrument part of the FDT.

PEAP Pillar and Objective	Main Sectors/Areas under each PEAP pillar
<b>1. Economic Management</b>	
1.1 Macroeconomic stability consistent with rapid private sector-led growth	1.1a Revenue Policy and Administration 1.1b Financial Sector Reform 1.1c Macroeconomic Management
<b>2. Enhancing Production, Competitiveness &amp; Incomes</b>	
2.1 Increased & more efficient Private Sector production	2.1a Trade Policy 2.1b Export Promotion 2.1c Barriers to Trade and Competitiveness
2.2 Increased & more efficient Agricultural production	2.2a National Agricultural Research System 2.2b National Agricultural Advisory Services 2.2c Agricultural Education 2.3d Agricultural Policy & Coordination 2.3e Land Policy & Implementation
2.3 Increased & sustainable Fisheries production	2.3 Fisheries
2.4 Increased & sustainable Forestry production	2.4 Forestry
2.5 Increased & more efficient production of non-agricultural goods & services	2.5a Support to MSMES and the Private Sector 2.5b Tourism 2.5c Mining and Petroleum
2.6 Strengthened Infrastructure in support of increased production	2.6a Roads and Transport 2.6b Energy 2.6c Water for Production
2.7 Strengthened Environment & Natural Resource (ENR) Management regime in support of sustainable production	2.7a Environment 2.7b Wetlands
2.8 Strengthened Financial Sector in support of production	2.8 Microfinance
<b>3. Security, Conflict &amp; Disaster Management</b>	
3.1 Protection of Persons & their Property through elimination of conflicts & cattle rustling, resettlement of IDPs, & strengthened Disaster Management	3.1a Defence & Security 3.1b Conflict Resolution 3.1c Humanitarian Assistance, including IDPs 3.1d Northern Uganda Reconstruction
<b>4. Good Governance</b>	
4.1 Strengthened Political Governance	4.1a Democracy, Political Parties, and Civic Education
4.2 Improved Human Rights	4.1b Human Rights
4.3 Strengthened Legal & Justice Systems	4.1c Stronger Justice Institutions, Policy & Legislation 4.1d Commercial Justice
4.4 Strengthened Public Sector Management & Accountability (Decentralisation, PFM, Public Sector Reform)	4.4a Public Service Reform & Service Delivery 4.4b Public Financial Management 4.4c Decentralisation 4.4d Anti-Corruption
<b>5. Human Development</b>	
5.1 Better Educated Ugandans	5.1a Education in Conflict & Hard to Reach areas 5.1b Primary Education 5.1c Secondary Educ. & BTVET 5.1d Tertiary Education 5.1e Education Policy
5.2 Healthier Ugandans	5.2a HIV/AIDS 5.2b Delivery of Health Services 5.2c Family Planning and Reproductive Health 5.2d Health Policy
5.3 Improved Water & Sanitation Systems	5.3a Rural Water and Sanitation 5.3b Urban Water and Sanitation 5.3c Dam Construction
5.4 Inclusive & Empowered Communities	5.4a Community Development & Social Protection 5.4b Gender