

# Glossary

## **180 Degree Assessment Tool**

The 180 degree assessment tool aims to assess Resident Coordinator and UNCT performance against key competencies. It is a web-based instrument that enables RCs and UNCT members to appraise each other's performance in a structured manner, providing feedback on their contributions to the work of the team.

## **Common Country Assessment (CCA)**

The CCA is an assessment and analysis of the key causes of poverty within a UN programme country and is a key tool for developing unified responses. The assessment identifies priority areas where the UN can collectively make a difference, and responds to national priorities, especially those designed to achieve the MDGs. The entire UN country team participates in producing a CCA. To ensure integration with the national development process, the country team seeks full government participation, as well as input from civil society organizations, international development partners and regional institutions. The CCA does not need to be a stand alone document in countries where other analytical processes cover the collective concerns of the UNCT.

## **Common Country Programming Process**

The common country programming process refers to the collaboration between UN country teams to adopt innovative and results-focused methods of coordination around joint advocacy, communications and campaigning; monitoring and reporting; and operational support to national development strategies. The common country programming process has an array of programmes and tools in order to achieve these goals.

## **Common Services Management System**

The CS Management System is a web-based tool primarily designed to support the in-country management, transparency, accountability and oversight of Common Services in-country. The system also facilitates corporate results monitoring and the exchange of good practices.

## **Common Services Programme**

The aim of the Common Services Programme is to improve efficiency and effectiveness of both the administration and operations of UN agencies at a country level. Sharing of UN services brings many benefits, is a critical element of UN reform and increases the impact of programme delivery. Through this programme, tools are being offered to all country teams.

## **DevInfo**

Sound, reliable and comparable statistical data is indispensable for the formulation and implementation of policies to achieve the MDGs. Increasing the national capacity for generating reliable, relevant statistics is a growing area of support from UNCTs that use a tool called DevInfo. This powerful software, developed by the UN for reporting on the MDGs, allows for analysis of both standard and customized indicators. It was released in May 2004, and already more than 40 countries already have customized DevInfo systems.

## **Flash Appeal Mechanism**

A Flash Appeal is the way that the many agencies responding to a sudden humanitarian crisis coordinate their response and present a unified set of needs to donors. It provides a concise overview of urgent life-saving needs and a plan to address acute needs for up to six months based on the best available information at the time of writing.

## **Harmonized Approach to Cash Transfers and Implementing Partners**

A Harmonized Approach to Cash Transfers to Implementing Partners (HACT) was launched in April 2005. It aims to reduce transaction costs pertaining to UNDG ExCom Agencies' cooperation through the simplification and harmonization of rules and procedures; improve implementing partners' capacity to effectively manage resources and help manage risks related to the management of funds and increase overall effectiveness.

### **Joint Office**

A joint office consists of one UN office for participating agencies, one person (who also acts as RC) representing the participating agencies and one country programme encompassing the activities of all participating agencies and one operations system.

### **Joint Programme**

A joint programme is a set of activities contained in a common work plan and related budget, involving two or more UN organizations and sub-national partners. The work plan and budget form part of a joint programme document, which also details roles and responsibilities of partners in coordinating and managing the joint activities.

### **Joint Programming**

Joint programming is the collective effort through which the UN organizations and national partners work together to prepare, implement, monitor and evaluate the activities aimed at effectively and efficiently achieving the MDGs and other international commitments arising from UN conferences, summits, conventions and human rights instruments. Through joint programming, common results and the modalities for supporting programme implementation are identified.

### **Multi-donor Trust Fund (MDTF)**

Multi-donor trust funds provide a mechanism for donors to coordinate their resources in supporting a common set of objectives agreed to with the national government, circumventing the need to set up a number of different programmes and individual financing processes.

### **Post-Conflict Needs Assessment (PCNA)**

A complex analytical process led by the national authorities and supported by the international community and carried out by multilateral agencies on their behalf, with the closest possible collaboration of national stakeholders and civil society. The needs assessment aims to overcome consequences of conflict or war, prevent renewed outbreak and shape the short-term and potentially mid-term recovery priorities as well as articulate their financial implications on the basis of an overall long-term vision or goal.

### **Poverty Reduction Strategy (PRS)**

The PRS is a key planning document that describes a country's macroeconomic, structural and social policies and programmes designed to promote growth and reduce poverty. It also identifies associated external financing needs. A PRS is prepared by governments in consultation with civil society and development partners, the World Bank, the International Monetary Fund and other development partners including the UN System. UN country teams are expected to take the PRS process as the foundation for their strategic planning.

### **Sector Wide Approach**

A SWAp implies a sustained partnership between government and development partners in which all significant funding for the sector supports a single sector policy and expenditure programme, under government leadership. SWAps adopt common approaches across the sector, progressing towards relying on government procedures and systems to disburse and account for all funds. Most SWAps, even well established ones, are still evolving as support is broadened to all sources of funding and projects, resulting in comprehensive coverage for the sector.

### **“Three Ones” Principles**

The “Three Ones” principles aim to provide a basis for coordinating national HIV/AIDS responses. The Principles are: One agreed HIV/AIDS Action Framework that provides the basis for coordinating the work of all partners; One National AIDS Coordinating Authority, with a broad-based multisectoral mandate; One agreed country-level Monitoring and Evaluation System.

### **Transitional Results Matrix (TRM)**

The Transitional Results Matrix (TRM) is a planning, coordination, and management tool that national stakeholders and donors can use to better prioritize actions necessary to achieve a successful transition in fragile states. The TRM helps launch a poverty reduction strategy (PRS) approach in these environments, either by acting as an early framework to lay the groundwork for a PRS or, later, as a way to operationalise poverty reduction strategies in low capacity and post-conflict countries.

### **UN Development Assistance Framework (UNDAF)**

The UNDAF is the common strategic framework for UN operational activities within a country. Tantamount to the country team's business plan, it is based on the national development strategy and the main concerns identified by the CCA. It sets out the key results that will be supported by UN agencies and links them directly to individual agency country programmes. The UNDAF is designed to bring sharper focus and greater synergy to UN programmes, while also identifying opportunities for joint initiatives. The UNDAF process also measures impact of the cooperative efforts through a Results Matrix (see below) and Monitoring and Evaluation Plan.

### **United Nations Development Group (UNDG)**

The UNDG is one of four Executive Committees established by the Secretary-General in the main sectoral areas of the UN's work – peace and security, humanitarian affairs, development and economic and social affairs. Its main purpose is to improve the effectiveness and coherence of UN system activities at country level by developing policies and procedures that facilitate cooperation among member organizations in analysing country issues, planning support strategies, implementing support programmes, monitoring results and advocating for change. Responsible for elaborating guidelines for the Common Country Assessment (CCA) and the UN Development Assistance Framework (UNDAF), UNDG is supporting the efforts of countries to meet the MDGs.

### **UNDAF Results Matrix**

The Results Matrix lists the UNDAF outcomes and links them to the contributions of individual UN agency country programmes, showing how the unified process guides each agency. It is used as the basis of on-going planning and monitoring throughout the programme cycle. The Matrix provides a "snap-shot" view of UN system support in a country and acts as a common management tool for ongoing planning and monitoring. It helps define programme content, reduce duplication and increase accountability.

### **UNDG Executive Committee**

The UNDG Executive Committee consists of the four funds and programmes that report directly to the Secretary General: UNICEF, UNFPA, WFP and UNDP. The Executive Committee focuses on reforming the work methods of the funds and programmes and manages the mechanisms of the UNDG.

### **UN HIV/AIDS Implementation Support Plan (UN-ISP)**

The UN ISP is a clear statement of the UN's strategic contribution in support of the National HIV and AIDS Strategic Plan or national HIV and AIDS priorities, focusing on those areas where the UN has a comparative advantage and can bring added value.

### **UN House**

A UN House provides common premises at the country level for UN agencies. This creates closer ties among UN staff and promotes a more unified presence at the country level, in a cost-effective manner. It must house the office of the United Nations Resident Coordinator and the offices of all resident Country Directors/Representatives of UNDP, UNFPA, and UNICEF and, as appropriate, WFP and the UN Country Team must demonstrate commitment to developing a framework for cost-effective, high quality and timely common services.

### **World Summit**

The 2005 World Summit was the largest gathering of world leaders in history. From September 14-16, more than 100 Heads of State met at the United Nations to forge an action plan for promoting international security and for achieving the Millennium Development Goals by 2015. The final Summit outcome document provided a global endorsement of the Millennium Development Goals, and built on the major international agreements of recent years.

# Acronyms

AHI . . . . .	<i>Avian and Human Influenza</i>
AWP . . . . .	<i>Annual Work Plan</i>
BWI . . . . .	<i>Bretton Woods Institutions</i>
CAP . . . . .	<i>Consolidated Appeal Process</i>
CCA . . . . .	<i>Common Country Assessment</i>
CPN . . . . .	<i>Coordination Practice Network</i>
CPAP . . . . .	<i>Country Programme Action Plan</i>
CPD . . . . .	<i>Country Programme Document</i>
CSO . . . . .	<i>Civil Society Organization</i>
DGO . . . . .	<i>United Nations Development Group Office</i>
DO . . . . .	<i>Designated Official</i>
ECHA . . . . .	<i>Executive Committee on Humanitarian Affairs</i>
ExCom . . . . .	<i>Executive Committee agencies</i>
HACT . . . . .	<i>Harmonized Approach to Cash Transfers to Implementing Partners</i>
HC . . . . .	<i>Humanitarian Coordinator</i>
HRBA . . . . .	<i>Human Rights-Based Approach</i>
IASC . . . . .	<i>Inter-Agency Standing Committee</i>
IDP . . . . .	<i>Internally Displaced Person</i>
ISP . . . . .	<i>UN HIV/AIDS Implementation Support Plan</i>
JAS . . . . .	<i>Joint Assistance Strategies</i>
JNA . . . . .	<i>Joint Needs Assessment</i>
LDC . . . . .	<i>Least Developed Country</i>
LIC . . . . .	<i>Low Income Country</i>
M&E . . . . .	<i>Monitoring &amp; Evaluation</i>
MDG . . . . .	<i>Millennium Development Goal</i>
MDTF . . . . .	<i>Multi-Donor Trust Fund</i>
MTR . . . . .	<i>Mid-Term Review</i>
NRA . . . . .	<i>Non Resident Agency</i>
OCHA . . . . .	<i>United Nations Office for the Coordination of Humanitarian Affairs</i>
OECD/DAC	<i>Organization for Economic Co-operation and Development/Development Co-operation Directorate (DAC)</i>
OHCHR . . . . .	<i>Office of the High Commissioner on Human Rights</i>
OMT . . . . .	<i>Management Team</i>
PCNA . . . . .	<i>Post-Conflict Needs Assessment</i>
PRS(P) . . . . .	<i>Poverty Reduction Strategy (Paper)</i>
QSA . . . . .	<i>Quality Support and Assurance system</i>
RBM . . . . .	<i>Results-Based Management</i>
RC . . . . .	<i>Resident Coordinator</i>
RDT . . . . .	<i>Regional Directors Team</i>
RR . . . . .	<i>Resident Representative</i>
SIDA . . . . .	<i>Swedish International Development Cooperation Agency</i>
SRC . . . . .	<i>Support to the Resident Coordinator funds</i>
SWAp . . . . .	<i>Sector-Wide Approach</i>
TCPR . . . . .	<i>Triennial Comprehensive Policy Review</i>
TRM . . . . .	<i>Transitional Results Matrix</i>
UNCT . . . . .	<i>UN Country Team</i>
UNDAF . . . . .	<i>United Nations Development Assistance Framework</i>
UNDSS . . . . .	<i>UN Department of Safety and Security</i>
UNSIC . . . . .	<i>UN System Influenza Coordination</i>

