	Task	Partnership person responsible	Start	Finish	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13
	Partnership Management																
	Agree Partnership governance arrangements incl Partnership Management Group/organisational diagram, roles etc	PC	Monthly		X	X	X	X	X	X	X	X	X	X	X	X	X
	Support HOA meetings	PC & CM	Quarterly			X						X			X		
	Inception Report & 6 month reports	PC, CM, CR	May 12, Jan 13		•								•				
	Phase II, draft & final design	PC, CM , CR	Sept & Nov 12						•		•						
	Facilitate and manage joint recruitment of advisers and staff	PC & CM	Ongoing														
	Visits to facilities outside Port Vila	PC & CM	As appropriate			•		•		•		•		•		•	
1	**Component One**																
1.1	**Support for Sector Strategy**																
	Identify immediate cross agency priorities for early implementation Phase I	PC	May-12	Jun-12													
	Consult on & establish grants facility for appropriate agency-generated initiatives	PC	May-12	Jun-12													
	Develop an agreed approach to support for infrastructure	PC	May-12	Aug-12													
	Support implementation of selected emerging cross sectoral priorities	PC	Jul-12	May-12													
	Support the Ministry to coordinate across the sector including with donors	PC	Ongoing														
	Compile, analyse lessons from previous & early implementation	CM, M&E	May-12	Aug-12													
	Assist MOJCS to identify Policy & Coordination officer & develop 3 yr plan for placement	PC	May-12	Jul-12													
	Identify & recruit TA for planning to support to Ministry & agencies	PC, CM	May-12	Jul-12													
	Identify and recruit TA for budget/costing of medium term priorities (sector & agencies)	PC, CM	May-12	Jul-12													
	Assist MJCS to develop sector communication (internal & external)	PC, MO	May-12	Jun-12													
	Capacity building for Monitoring Officer re baseline, M&E & communication strategy	M&E, CM	Ongoing														
1.2	**Design for Phase II**																
	Support refining of medium term cross sectoral priorities in detail to cost	PC, TA	Jul-12	May-13													
	Mobilise planning short term consultant	CM		Jul-12													
	Mobilise budget/costing TA	CM		Jul-12													
	Harmonise agency/instituional plans with the sectoral strategy	PC, TA	Aug-12	Dec-12													
	Identify cross sectoral and/or shared priorities for indicative Phase II	PC, TA	Jul-12	Sep-12													
	Support continued sectoral donor coordination to ascertain donor priorities/harmonise etc	PC	Jun-12	May-13													
	Consultation with DG and AusAID on concept note for Phase II support to the sector (2 yrs 9 mths)	PC	Aug-12	Aug-12													

#	Activity	Resp.	Start	End
	Draft detailed design for Phase II	PC	Aug-12	Sep-12
	Workshop with agencies, DG & others on draft design for Phase II	PC	Sep-12	Sep-12
	Receive feedback from sector, AusAID, donors	PC	Oct-12	Nov-12
	Finalise design for Phase II	PC		Nov-12
1.3	**Assist recruitment of Monitoring Officer**			
	Identify & recruit M&E Officer	PC, CM	May-12	Jun-12
	Mobilise M&E Officer	CM	Jun-12	Jul-12
1.4	**Assist GoV Donor Coordination**			
	Assist MJCS/monitoring officer to document current donor inputs to the sector	CM, MO,	May-12	Sep-12
	Support development of appropriate mechanism for regular communication by donors with sector	PC, CM	Jun-12	Jul-12
	Support development of Ministerial communication strategy with sector (as broadly defined)	PC	Jul-12	Aug-12
	Establish regular internal and external newsletter	PC, CM	Jul-12	Jul-12
2	**Component Two**			
2.1	**Sector wide capacity building assessment and strategy**			
	Ongoing administration the grants facility for strategic agency driven initiatives inline with sector strategy	PC	Jun-12	May-13
	Respond to & support appropriate agency driven requests (monthly)	PC, CM	Monthly		x x x x x x x x x x x x x x x
	Identify and recruit Capacity Building TA	PC, CM	Jun-12	Jul/Aug 12
	Monbilise Capacity Building TA			Jul-12
	Conduct a literature review & skills & knowledge assessment to build on VLSSP of baseline capacity	PC, TA	Jul-12	Aug-12
	Develop a sector wide capacity building strategy for 3-5 years	TA	Jul-12	Sep-12
	Develop agency/institution specific capacity building plans consistent with the sectoral approach - detailed & costed	TA	Jul-12	Nov-12
	Identify components of the sector wide CB strategy for immediate implementation in Phase I	PC, TA	Aug-12	Aug-12
	Identify medium to longer term components of the CB strategy to be considered for Phase II design	PC	Aug-12	Nov-12
	Support formal sector to develop regular continuing education fora across the profession (eg on supreme court 'big day	PC	Jul-12	Sep-12
	Finalise design of litigation training support for SLO	PC	Sep-12	Oct-12
	Consult & develop paralegal/intern program with USP & agencies & institutions	PC	Jul-12	Aug-12
	Identify & recruit local part time administrative officer to support the paralegal / intern program	CM	Jul-12	Aug-12
	Support placement of paralegals & interns with appropriate agencies/institutions	PC, CM	From Oct 12	Ongoing
	Development of a locally based leadership/managemen/mentoringt program for the sector to implement in phase 2	TA, PC	Sep-12	Dec-12
2.1	**Long term TA**			
	Finalise Recruitment of 3 long term TA	PC, CM		Jun-12
	Monthly review of TA progress against workplans	PC	Monthly		x x x x x x x x x x x x
	Meeting with agency heads to review TA progress jointly	PC	Monthly		x x x x x x x x x x x x
2.2	**Short Term TA**			
	Explore further with SLO need for an adviser position	PC, TA	Jul-12	Jan-13
	Identify & Recruit case management/data collection specialist across sector	PC, CM	Jun-12	Jul-12
3	**Component Three**			
3.1	**Monitoring and Evaluation**			
	Identify & recruit M&E Officer	PC, CM	May-12	Jun-12
	Literature review and assessment of current baseline across sector	M&E, CM, MO	Jun-12	Aug-12
	Enhancing, clarifying baseline	M&E, CM	Aug-12	Sep-12
	Literature/desk review of community attitude and perception data available	M&E, CM, MO	Oct-12	Nov-12
	Design of sector wide monitoring framework	M&E	Jul-12	Aug-12
	Design of an intergrated Partnership monitoring framework	M&E	Aug-12	Sep-12
	Capacity development with Contracts Manager and Monitoring Officer	M&E	ongoing	
	High level communication and monitoring capacity development with Sector & Heads of Agency	M&E, PC	Jul-12	Dec-12
	Remote and Vanuatu based oversight to development of monitoring framework	M&E	ongoing	
	Regular visits by M&E Specialist to review and oversee framework & implementation	M&E	May-12	Sep-12
	M&E Specialist briefing withAusAID and other donors	M&E	Sept 12 & Nov 12	
	Collaboration with the Evaluation Capacity Building Program, M&E standards including	M&E, PC	ongoing	
3.3	**Other policy development activities**			
	Support literature review, research, feasibility assessments on island service delivery	TA	Dec-12	Jan-13
	Support diagnostic of case management issues, cross sectoral issues and challenges for longer term development	TA, PC	Jul-12	Sep-12
	Development of a prioritised plan for case management/data retrieval support	TA	Jul-12	Sep-12
	Commence implementation of immediate case management / data retrieval priorities	TA	Aug-12	Oct-12
	Recruit & identity TA to support child/youth protection, prevention, justice across sector	PC, CM	Jun-12	Jul-12
	Mobilise child protection TA	CM	Aug-12	Aug-12
	Technical support for the child protection pilots in Tanna and Santo	TA	Aug-12	Nov-12
	Technical support to mainstreaming youth/child protection/services/access across sectoral strategic development & key	TA, PC	Aug-12	Nov-12
	Initial technical support for the feasibility assessment, research and consultation related to phase 1 of the diversion pilo	TA	Aug-12	Nov-12
	Support for 3 staff & costs for the Law Commission	PC, CM	Jun-12	Ongoing
	Liaise & Support links between Law Commission & other programs with legislative reform agendas	PC	Jun-12	Ongoing