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| **C:\Users\Administrator\Desktop\New_MKCF LOGO.png** | **Mekong-ROK Cooperation Fund (MKCF)**  **Mid-Term Progress Report** |

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| 1. **Breif Project information** | |
| * 1. Title of Proposed Project | Development of Regional Cooperation Project Monitoring Data Center (DRDC) |
| 1.2. Country(ies) / Region | Laos |
| 1.3. Project Area | **information Comminication Technology (ICT)** |
| 1.4. Implementation Start/End Date | |
| Implementation start date | 01 January 2021 |
| Implementation end date | 31 December 2024 |
| Project Lifespan | 3 year 6 months |
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| 1. **Prepared by** | |
| Name: | Mr. Phouthasack SOUVANNASAO |
| Title: | Project Team Leader |
| Department: | DRDC Project |
| Name of the implementating Agency | International Cooperation Department  Ministry of Planning and Investment |
| Signature: |  |
| Date: | 01 June 2024 |
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| 1. **Update on progressive implementation of the project** | |
| * The project implementation and monitoring steering committee for DRDC was appointed in December 2020 that chaired by the Deputy Minister of MPI. * Completed the recruitment and procurement for (1) Team Leader; (2) Project Officer in June 2021, and then hired the IT consultant for conducting ODA-MIS assessment in August 2021, followed by IT firm (CAT Telecom InterLink Company) for design and development databases application in January 2022. * The formal inception workshop for introducing the project to the government agencies and international organizations (related stakeholders) in Lao PDR in July 2021. * The IT consultant for conducting the ODA-MIS assessment in August 2021 and completed it in December 2021 with the workshop to accept the IT assessment and program design report. * The IT firm (CAT Telecom InterLink Company) for the design and development of databases application in January 2022.   1. The first inception workshop for this company was done in March 2022.   2. The second workshop for testing the program was in May 2022. * Participated in the MI symposium and workshop 2 times from 2021 and 2022 by Project Team Leader. * The proposal of modifying and adjusting the activities and budget plan was submitted to MI-MKCF to modify the Appsheet and conduct the activities in line with the actual practices in Lao PDR. * The update of the IT development of the ODA-MIS Plus, in which the system can been seen through the web-base from July 2024. Currently, we put the system of the ODA-MIS Plus in the temperary hosting. When you accessing, please choose “MekongMI” index. * The link of the web-base can be accessing through this address:   1. <http://101.78.14.186:8080/>   2. Login: admin   3. Password: admin | |

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| 1. **Problems Encountered/Deviations** |
| * The outbreak of Covid-19 prevented the implementation of the project and made this project delayed to implement for 1 year. The project implementation started in June 2021 after the hiring Project Team Leader and Project Officer. This project was approved in December 2019 actually. ***Thus the activities plan needs to be adjusted accordingly. The quickly approval for the modification the financial apllication shall be done in August 2022.*** * Due to the changing and resufoling the steering committee espcial the Chair of the committee (Deputy Minister of MPI) and changing the prosition of some staffs in the steering committee, it made not enough staffing for implementing the project. * Slowing of the IT Consultant and IT application developer works due to:   1. The outbreak of Covid-19 that preventing the IT team to delay in collecting data and making assessment;   2. Mis-understanding for the needed of the ODA-MIS modification between the IT teams and DIC staffs cause the delay in developing the program;   ***We need the IT supported from the MI’s IT team for testing or having lesson-learn from other Sub-Regional Mekong like Cambodia.***   * Expiring of Firewall (server). ***We need futher funding for the M&E for sustainable devleopment. We request the MI’s training for M&E knowledge.*** * Coordinating mechanism still not clear between the DRDC project coordiantor and DIC staffs. ***In order to fill this gap, we have weekly meeting (every friday) for the IT developer, DRDC and DIC staffs. We also have monthly meeting between the DRDC project and DIC often.*** |
| 1. **Work plan for the remaining activities** |
| * Attached herewith are the remaining activities of the work plan and budget plan until December 2024. * Most of the remaining activities are:   1. Database / Application Development (A.II)      + Currently Developing the Manual / Guideline for users (both Lao and English).      + Making the schedule of the training for DIC-Users and Other Ministries-Users.   2. Knowledge Sharing – Study Tour / Workshop (B.1)      + Due to the Covid-19 outbreak throughout the region like Thailand and Cambodia, the overseas visiting plan has not been implemented yet.      + Under this activity, there are at least 02 times visiting overseas (Thailand for 1 times, and Cambodia for 1 times).      + There are two trips to Thailand. Now, the DIC proposed to visit Thailand one time and visit the Cambodia one time. The reason for this because Cambodia is doing the same IT development Program. Thus, DIC would like to have lessons-learn from them as well.   3. Awareness and Training on using system (B.2)      + Testing the system in July 2024. However, due to the delay in developing the IT Program, the training is scheduled for at least 2-3 times per month for admin staffs.      + The training for TOT can be made for at least 3 times per months for the concerning ministries and the international organizations starting from August 2024.   4. Hosting the ODA-MIS Plus and purchasing IT equipment (C.3) * Hosting the IT program in the cloud and together buying the server for hosting as well. * Alternative hosting the IT program in the server of the government IT agency (backup base system). * Developing the offline system base as well in order to preventing the system failure in the case there is no internet connecting. |

**Appendix 1. Project Profile**

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| **1.2. Objective** | To effectively monitor and evaluate regional cooperation projects implementing among member countries, where lesson learnt can be shared together through a common platform of database. Through series of training, capacity of member staff within six countries will be strengthen, particularly on M&E, which will make future project cooperation sustainable. |
| **1.3. Description of Specific Activities** | *1) Approach:*   * Develop Data Center with an upgrade of current database to capture all type of cooperation * Training of M&E staff to do more effective monitoring * Connect all database/data center together in order to capture all type of cooperation * Training of Project Managers to operate the system and data entry * Produce manual and disseminate for regional-wide usage * Exchange lessons on M&E   *2) Anticipating Activities:*   * Develop data center/database * Connect all existing database to share information on regional cooperation project * Training M&E staffs * Training Project Managers and Project Staff (Focusing Laos and member countries) * Exchange lesson on M&E among member countries   *3) Expected Outcomes:*   * All regional cooperation project/investment will be capture systematically and evaluated timely * Human Resource capacity will be developed to ensure sustainable development * Experience and lesson will be shared among member countries   *4) potential partners in the Mekong region and role of the partners in the project*  *- Mekong Institute, Mekong KOR Cooperation Funds, KOICA, Swiss Development Cooperation, Germany* |
| **1.4. Anticipated Results** | *Regional Cooperation, Triangular and South South Cooperation can effectively monitored, while enhancing effectiveness of monitoring mechanism. All regional cooperation projects will be linked to ensure the synergy and regional integration.* |
| **1.5. Monitoring Framework** | *- Regional Cooperation Project will be effectively monitored to ensure the synergy of projects with member countries’ social economic plan;*  *- Monitoring Mechanism for Cooperation Project under MKCF will be established under MKCF secretariat*  *- Data of cooperation projects will be available on-line, where researchers and publics can access as to enhance mutual accountability* |

**Appendix 2. Financial Statement**

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| **1.1. Financial Statement** | *Provide a brief statement as to why the proposed activities are feasible both technically and financially*  The total budget needs for this project are approximately 491,200 USD, which will be used to procure server for data center, where the software will be procured through national standard. The platform for accessing datacenter will be available both for computer and mobile phone (Android and IOS). Training will be given to all related Lao National agencies, where the cost associate to traveling to provinces (where regional cooperation projects are being implemented). Management will basically by in house management, which reducing the cost of the project. The project will limitedly employ international consultant, but will only use necessary local consultant. |
| **1.2. Estimated Cost** | *Provide an estimated budget (total cost), year wise (for multi-year) and cost share:*   |  |  |  |  | | --- | --- | --- | --- | | **Description** | **Year 1:**  **01/01/2021 - 31/12/ 2021]** | **Year 2:**  **01/01/2022 - 31/12/ 2022]** | **Year 3:**  **01/01/2023 - 31/12/ 2024]** | | **DIRECT COSTS:** |  |  |  | | Personnel | 13,500.00 | 18,000.00 | 9,000.00 | | Consultancy services (Professional) | 85,356.00 | 24,600.00 | 16,800.00 | | Direct Supplies and Services | 7,100.00 | 27,550.00 | - | | Travel | 54,340.00 | 85,580.00 | 30,280.00 | | Equipment | - | - | - | | Other Direct Costs | - | - | - | | **Sub total of Programme Cost** | 160,296.00 | 155,730.00 | 56,080.00 | | **INDIRECT COSTS (10% of management fee)** | 16,029.60 | 15,573.00 | 5,608.00 | | **Total (USD)** | 176,325.60 | 171,303.00 | 61,688.00 | |