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Concept Note for

**PEFA Assessment of Gender Responsive Public Financial Management**

**COUNTRY:**

*[Please note that this template is only applicable if PEFA assessment of gender responsive public financial management (GRPFM) is planned to be carried out as a standalone activity and not part of a regular PEFA assessment. The PEFA Secretariat, however, recommends that the PEFA GRPFM is carried out concurrently with a PEFA assessment to capitalize on data already collected during the PEFA assessment process.]*

1. **PURPOSE**

|  |
| --- |
| *Briefly state the purpose of the assessment. Describe how results will be used to inform dialogue on gender responsive PFM and PFM more broadly. Note any previous PEFA assessment and/or other relevant assessment of gender responsive PFM.* |

1. **SCOPE AND COVERAGE**

|  |  |
| --- | --- |
| *Specify which part of the public sector will be covered by the assessment. Typically, this will be the central government (e.g., number of budgetary and extra-budgetary units), except where PEFA indicators specifically refer to a smaller or wider range, such as the budgetary units of the central government or government at all levels.*  *Please complete the following table on budgetary units and the ten largest extrabudgetary units.* | |
| *Budgetary units* | *Extrabudgetary units* |
|  |  |
|  |  |
|  |  |

1. **TIME PERIOD**

|  |  |
| --- | --- |
| Country fiscal year: |  |
| Last three fiscal years covered: |  |
| Time of assessment (planned cut-off): |  |

1. **MANAGEMENT, OVERSIGHT AND QUALITY ASSURANCE**

|  |  |
| --- | --- |
| **NAME, POSITION AND ORGANIZATION** | **ROLE** |
| **Oversight team (if relevant)** | |
| Name, position, and organization of Chairperson | Chair of oversight team (should be government representative) |
| List other oversight team members (government officials and, as appropriate, development partner representatives) | Oversight team member |
| **Assessment team** | |
| Name, position, and organization of assessment team leader | Team Leader |
| Name, position, and organization of assessment team members | Expert 1 |
| **Peer reviewers (for both CN and Final Report) – Name of organization** | |
| Government representative | |
| PEFA Secretariat | |
| Organization 1 | |

1. **RESOURCES**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Team member** | **Organization** | **Area of expertise** | **Preparatory work (days)** | **Field work**  **(days)** | **Post­–field work (days)** |
| Team leader |  |  |  |  |  |
| Expert 1 |  |  |  |  |  |
| **Total input days** |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of expenditure** | **Days/Unit** | **Days/Unit cost** | **Amount** |
| Salaries |  |  |  |
| Consultant fees |  |  |  |
| Travel costs |  |  |  |
| Other costs |  |  |  |
| **Total costs** |  |  |  |

1. **METHODOLOGY**

|  |  |
| --- | --- |
| **Number of indicators used** | **Reasons for any variation** |
|  |  |

1. **PEFA GRPFM ASSESSMENT IMPLEMENTATION SCHEDULE**

|  |  |  |
| --- | --- | --- |
| **Task** | **Deliverable** | **Date(s)** |
| **Preparatory work** | | |
| Finalization of the concept note | Concept note |  |
| Initial data request | Data request issued to responsible units |  |
| **Field work** | | |
| PEFA GRPFM methodology workshop, if needed | Workshop delivery |  |
| Data collection and interviews | All necessary data obtained |  |
| Presentation of draft report and initial findings to authorities | Presentation of initial findings |  |
| **Post­–field work** | | |
| Peer review | Comments recorded and considered, draft revised |  |
| Presentation of final report to authorities | Final report |  |
| Publication of final report | Publication |  |
| **Planned post­–PEFA GRPFM assessment activity** | | |
| Dialogue on strengthening gender mainstreaming in PFM  based on PEFA assessment findings and development of proposed plan of follow-up activities | Briefing on the follow-up activities to strengthen gender mainstreaming in PFM |  |