

## *Creative Industries Support Programme Work Plan Year 1: state of implementation*

<b>JP Output 1.1 National capacity to design, implement and monitor policies will be enhanced and programs to realize the social and economic potential of the cultural sector will be developed</b>											
Annual targets	Activities	Timeframe				UN Agency	Responsible party	Planned budget <sup>1</sup>			Comments
		Q1	Q2	Q3	Q4			Source of funds	Budget description	Total	
PMC established	1.1.1 Establish a PMC, chaired by the MoCFA which includes representatives from Joint UN Agencies, the MoWA, MAFF, MoC, MoT, and MIME	X				UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Mgt support	500 434 65.38	The PMC hold a preparatory meeting in May 2008
5 MoCFA staff participated in 3 training courses, 2 technical missions	1.1.2 Identify officials within the participating Ministries for on-the-job training and capacity building	X				UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Mgt support	3,000 738 261.66	Field Office only received funds on 18 September and implementation is still in the preparatory phase
Training materials on	1.1.3 Identify potential partners in	X				UNESCO	MoCFA	MDG-F	Int personnel Nat personnel	3,000 773	Field Office

<sup>1</sup> Budget including 7% indirect costs

Convention finalized	selected localities (NGOs, member-based groups)								Travel Miscellaneous Mgt support	700 200 327.11	only received funds on 18 September and implementation is still in the preparatory phase
	1.1.4 On-the-job training of officers of the MoCFA during the implementation, fine-tuning, and monitoring of the program.		X	X	X	UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Training Equipment Travel Miscellaneous Mgt support	6,000 3,961 1,500 7,500 600 1,000 1,439. 27	
	1.1.5 Design training materials in Khmer language and training on the “Convention on the Protection and Promotion of the Diversity of Cultural Expressions.”			X	X	UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Training Supplies Miscellaneous Mgt support	7,000 2,345 18,500 4,000 1,800 2,355. 15	
	1.1.6 Deliver training on the relevant UNESCO Conventions in strategic locations with special reference to areas where indigenous minorities are prevalent (UNESCO)			X	X	UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Mgt support	2,500 2,173 327.11	
<b>JP Output 1.2 Mentorship program established to support artists and producers in strategic locations to refine their products/ services</b>											
<b>Annual targets</b>	<b>Activities</b>	<b>Timeframe</b>			<b>UN Agency</b>	<b>Responsible party</b>	<b>Planned budget</b>			<b>Comments</b>	

		Q1	Q2	Q3	Q4			Source of funds	Budget description	Total	-
Five LHT criteria recognized	1.2.1 Develop criteria specific to Cambodia based on UNESCO LHT criteria and a recognition process for LHTs that's pluralistic in terms of ethnic diversity.		X			UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Contracts Supplies Travel Miscellaneous Mgt support	10,000 4,064 1,600 2,430 1,500 500 1,406.58	
Twelve mentors trained in at least 3 disciplines	1.2.2 Identify DPs and mentors in these agencies for the preservation of the unique "savoir faire" in different cultural disciplines. (using for example resources such as 'Start your own cultural or artistic business, ILO manual).		X			UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Contracts Travel Miscellaneous Mgt support	5,000 1,119 4,900 1,500 1,500 981.33	
	1.2.3 Develop training materials (using for example resources such as 'Start your own cultural or artistic business, ILO manual).			X	X	UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Contracts Supplies Miscellaneous Mgt support	8,000 2,471 12,300 12,000 800 2,489.97	
	1.2.4 Train mentors for the preservation of the unique "savoir faire" in different cultural disciplines.				X	UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Contracts Training Travel Miscellaneous Mgt support	6,000 3,906 4,200 12,000 3,000 800 2,093.42	
<b>JP Output 2.1 Fair and effective marketing networks established by groups and associations of artists and producers including ethnic/ indigenous minorities</b>											

Annual targets	Activities	Timeframe				UN Agency	Responsible party	Planned budget			Comments
		Q1	Q2	Q3	Q4			Source of funds	Budget description	Total	
10 associations trained based on needs assessment and 2 associations newly established	2.1.1 Identify existing and potential groups and associations of artists and producers	X				ILO	MIME	MDG-F	Int personnel Nat personnel Contracts Equipment Travel Miscellaneous Mgt support	14,000 5,159 2,000 5,000 2,200 800 2,041.13	Field Office only received funds on 18 September and implementation is still in the preparatory phase
10 groups in ethnic minority communities on fair trade networks	2.1.2 Undertake a needs and problem analysis amongst groups and associations of artists and producers		X			ILO	MIME	MDG-F	Int personnel Nat personnel Contracts Training Travel Miscellaneous Mgt support	14,000 5,294 5,700 7,000 2,000 1,800 2,505.58	
2 exchange programme completed leading to improved market access for at least 2 groups	2.1.3 Develop and test training materials for group formation and association building (based on existing ILO materials “Group Formation” and “Managing Small Business Associations”)			X	X	ILO	MIME	MDG-F	Int personnel Nat personnel Contracts Training Supplies Equipment Miscellaneous Mgt support	12,000 3,014 5,000 5,000 5,000 5,000 500 2,485.98	
Survey of supply and demand for financial	2.1.4 Strengthen the voice and representation of artists and			X	X	ILO	MIME	MDG-F	Int personnel Nat personnel Training Travel	4,000 2,592 10,000 900	

services completed	producers through training on group formation and association building								Miscellaneous Mgt support	1,200 1,308.44	
Target areas and potential products identified and a market survey conducted	2.1.5 Deliver direct support services to groups and associations of artists and producers based on the needs and problem analysis			x	x	ILO	MIME	MDG-F	Int personnel Nat personnel Contracts Training Travel Miscellaneous Mgt support	10,000 1,521 2,500 3,500 2,400 1,200 1,478.47	
Producer groups are formed; leaders are selected; group rules are agreed.	2.1.6 Identify groups of artist and producers in ethnic minority areas (at least 60% women) and identify their needs	x				FAO	MAFF	MDG-F	Int personnel Nat personnel Contracts Travel Miscellaneous Mgt support	1,820 25,145 4,000 2,200 480 2,355.15	Field Office has not received the funds yet
Producer group leaders visit major market areas to see assess themselves needs in skills and contacts	2.1.7 Facilitate formation of producer groups and provide support in organization and management			x	x	FAO	MAFF	MDG-F	Int personnel Nat personnel Contracts Training Equipment Travel Miscellaneous Mgt support	1,820 25,213 17,000 3,000 10,000 1,800 980 4,186.91	
	2.1.8 Organize study tour of producer groups to observe market and start networking				x	FAO	MAFF	MDG-F	Nat personnel Travel Miscellaneous Mgt support	1,004 1,600 1,135 261.73	
	2.1.9 Support the groups by providing training on production skill, accounting, management and follow-up their activities.			x	x	FAO	MAFF	MDG-F	Nat personnel Training Equipment Travel Miscellaneous Mgt support	6,452 20,000 10,000 2,000 800 2,747.64	

	2.1.10 Support fair market linkages through trade fairs			X	X	ILO	MIME	MDG-F	Int personnel Nat personnel Travel Miscellaneous Mgt support	2,000 973 1,200 500 327.11	
<b>JP Output 2.2 Improved business development service delivery to cultural entrepreneurs by member-based organizations and business development service providers</b>											
Annual targets	Activities	Timeframe				UN Agency	Responsible party	Planned budget			Comments
		Q1	Q2	Q3	Q4			Source of funds	Budget description	Total	
Eight BDS providers and MBOs trained to offer BDS to artists and producers	2.2.1 Identify BDS providers and MBOs to participate in program implementation.	X				ILO	MIME	MDG-F	Int personnel Nat personnel Travel Miscellaneous Mgt support	7,000 4,058 1,400 1,000 942.06	Field Office only received funds on 18 September and implementation is still in the preparatory phase
Four NGOs operating in ethnic minority areas trained to provide technical training on product development using natural resources	2.2.2 Support BDS providers to identify and develop appropriate business development services for artists and producers.		X			ILO	MIME	MDG-F	Int personnel Nat personnel Travel Miscellaneous Mgt support	16,000 4,330 1,000 1,100 1,570.10	
8 production centres are built and the producer	2.2.3 Design business management training materials, based on existing		X	X	X	ILO	MIME	MDG-F	Int personnel Nat personnel Training Supplies	12,000 2,198 1,400 3,000	

groups plan the use of the centre	ILO business management programmes								Miscellaneous Mgt support	2,000 1,441.86	
	2.2.4 Create training infrastructure on business management by training trainers of BDS providers and MBOs.				X	ILO	MIME	MDG-F	Int personnel Nat personnel Training Equipment Travel Miscellaneous Mgt support	7,800 1,969 23,100 16,000 2,100 900 3,630.83	
	2.2.6 Identify potential products based on available natural resources and existing skills and conduct a market survey		X	X	X	FAO	MAFF	MDG-F	Int personnel Nat personnel Contracts Travel Miscellaneous Mgt support	1,820 14,495 3,000 1,800 380 1,504.65	
	2.2.7 Design technical training materials for product development using available natural resources			X	X	FAO	MAFF	MDG-F	Nat personnel Contracts Supplies Miscellaneous Mgt support	8,130 16,000 8,000 580 2,289.70	
	2.2.10 Support setting up of production workshops which can be used for meetings, training, storage, and information exchange.				X	FAO	MAFF	MDG-F	Nat personnel Contracts Transport Equipment Travel Miscellaneous Mgt support	6,780 12,000 4,000 5,000 2,200 300 2,119.60	
	2.2.11 Deliver technical training for product development using available natural resources, and training on accounting and group management				X	FAO	MAFF	MDG-F	Nat personnel Training Transport Travel Miscellaneous Mgt support	2,768 17,000 4,000 2,000 400 1,831.76	

	(FAO)										
<b>JP Output 3.1 Effective and streamlined implementation of trade legislation and export procedures for promising cultural products/ services.</b>											
Annual targets	Activities	Timeframe				UN Agency	Responsible party	Planned budget			Comments
		Q1	Q2	Q3	Q4			Source of funds	Budget description	Total	
Weaknesses in implementation of trade legislation and export procedures indentified for five cultural products	3.1.1 Conduct series of Provincial Public and Private Dialogues in the selected Creative Industries Hubs			X	X	UNDP	MoC	MDG-F	Nat personnel Contracts Training Supplies Equipment Travel Miscellaneous Mgt support	5,145 2,000 15,000 3,500 4,000 3,000 1886 2,417.17	
	3.1.2 Identify promising cultural products/ services for improved commercialization in domestic and international markets through a study focusing on the 4 target areas	X	X	X		UNDP	MoC	MDG-F	Nat personnel Contracts Travel Miscellaneous Mgt support	8,837 15,000 3,200 1,000 1,962.59	Field Office is still in the recruitment process
	3.1.3 Identify existing weaknesses related to the implementation of trade legislation and export procedures for selected cultural products/ services.		X	X	X	UNDP	MoC	MDG-F	Nat personnel Contracts Travel Miscellaneous Mgt support	7,283 26,800 2,500 800 2,616.81	
<b>JP Output 3.2 Integrated competitiveness strategies developed for promising cultural products/ services</b>											
Annual targets	Activities	Timeframe				UN Agency	Responsible party	Planned budget			Comments
		Q1	Q2	Q3	Q4			Source of funds	Budget	Total	



									<b>funds</b>	<b>description</b>		
Value chain analysis for 5 cultural products finalized and disseminated	3.2.1 Develop and support implementation of Value Chain Analysis on identified cultural products/ services (UNDP)			X	X	UNDP	MoC	MDG-F		Nat personnel Contracts Training Supplies Equipment Travel Miscellaneous Mgt support	12,806 16,000 5,000 6,500 7,000 3,000 1,100 3,598.42	
	3.2.2 Support producers groups and associations (at least 50% women) to address bottlenecks and inefficiencies (UNDP)				X	UNDP	MoC	MDG-F		Nat personnel Contracts Equipment Travel Miscellaneous Mgt support	13,929 25,200 4,000 2,800 800 3,271.03	
<b>JP Output 3.3 Infrastructure created to promote cultural products/ services through certification and quality control</b>												
Annual targets	Activities	Timeframe				UN Agency	Responsible party	Planned budget			Comments	
		Q1	Q2	Q3	Q4			Source of funds	Budget description	Total		
Seal of excellence for 4 cultural products prepared for registration	3.3.1 Identify cultural products/ services and develop Seal of Excellence criteria (work with the Royal Palace to approve a 'By Appointment to His Majesty the King' Seal of Excellence), based on UNESCO Seal of Excellence for these products/ services.			X	X	UNESCO	MoCFA	MDG-F		Int personnel Nat personnel Contracts Equipment Travel Miscellaneous Mgt support	8,300 3,771 13,000 2,500 1,200 200 2,027.97	-

Appropriate locations for two cultural centres identified.	3.3.4 Identify appropriate location(s) for a cultural center for the display and promotion of products/ services.			X	X	UNESCO	MoCFA	MDG-F	Int personnel Nat personnel Travel Miscellaneous Mgt support	700 645 2,000 300 255.15	
<b>Other</b>											
	Programme formulation	X				ILO		MDG-F	Contracts Mgt support	18,692 1,308.44	
	Baseline survey	X				ILO		MDG-F	Int personnel Nat personnel Contracts Equipment Mgt support	2,000 2,892 9,800 4,000 1,308.44	Field Office only received funds on 18 September and implementation is still in the preparatory phase
<b>TOTAL:</b>									Int personnel Nat personnel Contracts Training Transport Supplies Equipment Travel Miscell. Mgt support Total:	166,260 198,387 216,692 142,000 8,000 44,430 80,000 51,800 28,741 65,541.70 1,001,851.70	