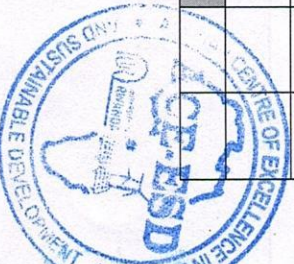


AFRICAN CENTRE OF EXCELLENCE OF ENERGY FOR SUSTAINABLE DEVELOPMENT (ACE-ESD)
ANNUAL WORK PLAN FOR THE FISCAL YEAR 2019/2020

UNIVERSITY OF RWANDA																			
COMPONENT	Activity No	ACTIVITIES	OBJECTIVE	JUSTIFICATION	OUTPUT	MEANS OF VERIFICATION	ESTIMATED BUDGET (\$)	RESPONSIBLE UNIT											
Learning excellence	1.1	Enroll and train students in energy field through Masters Programmes	To increase the number of national and regional students trained in the field of energy at MSc level	For capacity building for efficient service delivery to Africa in energy sector	60 new MSc students enrolled+ 45 existing students trained	Copy of advert, letters of admission, minutes of selection and Student database	412,851.00	Head of MSc and short course trainings											
	1.2	Enroll and train PhD students in the field of energy through PhD Programmes	To increase the number of PhD students trained in ESD field	For capacity building for efficient service delivery to Africa in energy sector	7 new enrollment PhD students +30 existing students	Copy of advert, admission minutes and letters, list of registered students and Student database	157,447.50	Research and PhD coordination unit											
	1.3	Train professionals in ESD through Short Courses/ Trainings	To increase the number of national and regional professionals trained in ESD through Short	Provide refresher courses to improve professionals competencies	140 professionals trained	Copy of advert, admission minutes and attendance list	23,520.00	MSc and short course coordination unit											
	1.40	Obtain International accreditation for Masters and PhD Programmes	Ensure that the programs offered by the center meet the regional and international standards	Provide programs recognized at regional and international levels	Two programs internationally accredited	Correspondances, accreditation letter.	50,000.00	Direction of the center											
							643,818.50												
Research excellence		2.1	Setup energy laboratory equipment (second phase)	To provide a favourable learning and research platform	For hands on skills	100% of energy lab equipment purchased	341,996.43	Research and PhD coordination unit											
		2.2	Support students and staff to attend conferences and journal publications			5 peer reviewed papers published	10,600.00												
							352,596.43												
Collaboration with National, Regional and International Partners		3.1	Sign MoUs with Partners			2 new MoUs signed		IT unit											
		3.2	Joint supervision of students with faculty from regional and international partners.	To develop collaborative research framework within partners	Fostering collaboration and networking	72 supervisors supported	15,000.00												
		3.3	Establish exchange programmes for strengthening the capacity of staffs and PhD students	To facilitate skills and knowledge transfer	Promotion of sharing of skills, knowledge and human resources among partner institutions	20 academic staff and PHD students facilitated for exchange	Invitation, exchange reports, and financial documents	29,500.00	Research and PhD coordination unit										
		3.5	Participation in PASET	To ensure that ESD programs met dimensions measurement	For quality, time and cost of ESD programs typically met	1 application is done by UR	Application submitted	2,000.00	Direction of the center										
									46,500.00										



Management and Governance	4.1	Establishment & Running of ACEESD Office	Purchase stationaries, communication, internet and to hire a car for running the center/activities	Support the center by providing all materials and stationaries that are needed in running activities	the center regularly get the running facilities	Tender documents, financial documents and stock files	21,600.00	Administration of the center		
	4.2	Provide center administrative staff trainings				Invitations, training report	2,300.00			
	4.3	Coordination of regular Advisory board	To enhance academic quality of the center	For advising on the improvement of capacity building for Africa	At least 3 staff supported	Minutes and attendancy list.		Direction of the center		
	4.4	Facilitation of travels Local/International) for IUCEA/AU/World Bank workshops	Pay accommodation, airickets and other related travel cost to the centers leaders	Center Leaders need to attend workshop and meetings which are organized by IUCEA/MB and other stakeholders		Invitation, mission reports and financial documents	10,000.00	Direction of the center		
	4.5	Ensure internal and external M&E and reporting	Support to center in report preparation	Ensure that center/activities are monitored and achievements of the center are tracked		Copies of reports prepared and submitted to the funder and stakeholders		M&E unit		
	4.6	Conduct regular management Meetings of the center	To Plan day to day activities of the ESD	enhancement of ESD's efficient management		Minutes and attendancy list.		Administration of the center		
	4.7	Provide Salaries for non-academic staff/Support staff	Pay the monthly salary to support staff	To support the center in its day to day activities		Payroll, financial document and HR database	50,564.52	SPTU finance unit		
	4.8	Facilitate Meetings of the Steering committee	Ensure that the NSC is functioning	Review of performance and implementation support for the Project at the national level, including approvals of Annual Work Programs and progress reports		Attendancy list and NSC meeting minutes	400.00	SPTU Coordinator		
4.9	Maintain an active web-presence -development of ACEESD Website.	Advertising and marketing all activities and programs of the center	To attract regional, national and international partners/stakeholders	0						
Sustainable financing	6.1	Recruit self sponsored students	Attract external and internal generated resources for the financial sustainability of the center	50,000 USD generated		Recruitment report, admission letters and Students database	81,864.52	Recruitment committee		
	6.2	Facilitate Grant Proposal writing				Copies of proposal submitted	2,000.00	Direction of the center		
							2,000,000			
							1,129,779.45			



[Handwritten Signature]
 Acc-ESA Director