**UN Digital NGO Transformation Program (UN-DTP)** **Phase 1: Initiation & Strategic Planning Deliverables**

1. **Project Charter & Mandate Document**
   * **Project Title**: UN Digital NGO Transformation Program (UN-DTP)
   * **Sponsor**: United Nations Department of Economic and Social Affairs (UNDESA), in partnership with participating NGOs and donor agencies.
   * **Project Manager**: [Senior IT Project Manager Name]
   * **Start Date**: [Insert Date] | **End Date**: [Insert Date]
   * **Purpose & Justification**:
     + To enable NGOs operating in humanitarian, development, and environmental sectors to enhance their digital capabilities.
     + To ensure alignment with the UN's Digital Cooperation Roadmap and the Sustainable Development Goals (SDGs).
   * **Objectives**:
     1. Implement scalable, cloud-based digital platforms for 300+ NGOs across 25+ countries.
     2. Improve NGO capacity for data-driven decision-making, transparency, and service delivery.
     3. Ensure compliance with global and local data governance standards.
   * **Scope**:
     + In-scope: CRM systems, mobile applications, cloud infrastructure, identity management, training programs.
     + Out-of-scope: Non-digital service interventions, on-premise legacy-only support, hardware donations.
   * **Key Milestones**:
     + Charter Approval | Requirements Finalization | Solution Design | Pilot Rollout | Full Deployment | Closure
   * **Constraints**:
     + Limited digital literacy in some partner NGOs.
     + Multi-lingual, low-bandwidth environments.
   * **Assumptions**:
     + Continued donor funding.
     + NGO willingness to adapt to digital solutions.
   * **High-Level Risks**:
     + Political instability in implementation regions.
     + Resistance to digital change.
   * **Success Criteria**:
     + 90% NGO adoption rate.
     + Systems operational in all target countries.
     + Documented user satisfaction >85%.
   * **Governance Model**:
     + Weekly Steering Committee meetings.
     + Bi-weekly sprint reviews.
     + Monthly stakeholder progress reports.
   * **Approval Signatures**:
     + UN Sponsor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
     + Project Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
     + NGO Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_