

Key Data Requirements

Below is a list of the data fields in AMP and their definitions:

Aid Transparency Portal Field	Definition
Identification	
Project Title	This is the name of project.
Status:	The status should reflect the current status of the activity
Planned/under preparation	Under discussion – between LM, Donor and MOF
On-going	Project activities underway
Suspended	Completed project awaiting agreement on further phases
Cancelled	Project has been shut down and funding removed.
Completed	All project activities completed
Description	Description of nature of project taken from project document and or agreement
Expected Outcomes	The likely or achieved short-term and medium-term effects of an intervention's outputs.
Results	Positive and negative, primary and secondary long-term effects produced by a development intervention, directly or indirectly, intended or unintended.
Gender Sensitivity	Indicates the level at which a project takes gender into account.
Budget Support/Off Budget	Describes the nature of the agreement with the beneficiary
Budget Support	Direct budget support is defined as a method of financing a partner country's budget through a transfer of resources from a donor to the partner government's national treasury. The funds thus transferred are managed in accordance with the recipient's budgetary procedures. Funds transferred to the national treasury for financing programmes or projects managed according to different budgetary procedures from those of the partner country, with the intention or earmarking the resources for specific uses, are therefore excluded from this definition of budget support (Source: OECD 2006, Harmonising Donor Practices for Effective Aid Delivery, Chapter 2, Vol. 2). This definition also includes sector budget support provided and general budget support
Off Budget	External Assistance that is not included in the government's state budget (i.e. not included in the Budget Book 1)
Development Partners	
Internal DP Activity IDS	Code given by the donor to identify the project
Activity Schedule	
Date of Agreement	This is the date on which the project agreement was signed. If it was signed by the donor and the Government on separate days, then the later date should be taken.
Proposed start date	Start date indicated in project document

Actual Start Date:	This is the date on which the project became active (when funds can be disbursed to the project) and actual project activities begin. In many cases it is the same as the Date of Agreement Signed / Date of effectiveness.
Planned Completion Date	This is the date on which the project is scheduled to close, according to the agreement.
Actual Completion Date	This is the date on which all activities of the project were complete.
Location	
Implementation Levels / Location:	Projects in the AMP can be selected as implemented on a National Level, a Development Region level or multi-country. The implementation level should be selected. If the project is regionally implemented, the location can be selected using the 'Implementation Location' drop down menu. The precise location can then be added using the 'Add Location' button. This should be entered for all projects to allow analysis of aid by region and district.
National	A project which has national benefit/impact (e.g. National policy)
District / Sub-district	Project focused on one (or several) districts or sub-districts
Both	Project has both national and development region impact
Multi-country	Project is part of a multi-country program (mainly used by donors)
SDP	Timor-Leste's strategic development plan to get the country to middle income status. To improve alignment, it is necessary for all activities to be allocated to one of the Pillars in the SDP. If the activity is not aligned to the national plan the "not aligned" option should be selected.
Sectors	For all new projects entered, the sector must be selected from the drop down menu provided.
<i>OECD Sector Classification</i>	<p>Recognized international system for classifying ODA activities. Makes data easily comparable between countries.</p> <p>110 – EDUCATION</p> <p>120 – HEALTH</p> <p>130 - POPULATION POLICIES/PROGRAMMES AND REPRODUCTIVE HEALTH</p> <p>140 - WATER SUPPLY AND SANITATION</p> <p>150 - GOVERNMENT AND CIVIL SOCIETY</p> <p>160 - OTHER SOCIAL INFRASTRUCTURE AND SERVICES</p> <p>210 - TRANSPORT AND STORAGE</p> <p>220 – COMMUNICATIONS</p> <p>230 - ENERGY GENERATION AND SUPPLY</p> <p>240 - BANKING AND FINANCIAL SERVICES</p> <p>250 - BUSINESS AND OTHER SERVICES</p> <p>311 – AGRICULTURE</p> <p>312 – FORESTRY</p> <p>313 – FISHING</p> <p>321 – INDUSTRY</p> <p>322 - MINERAL RESOURCES AND MINING</p> <p>323 – CONSTRUCTION</p> <p>331 - TRADE POLICY AND REGULATIONS AND TRADE-RELATED ADJUSTMENT</p> <p>332 – TOURISM</p> <p>400 - MULTISECTOR/CROSS-CUTTING</p> <p>500 - COMMODITY AID AND GENERAL PROGRAMME ASSISTANCE</p> <p>600 - ACTION RELATING TO DEBT</p> <p>700 - HUMANITARIAN AID</p>

	910 - ADMINISTRATIVE COSTS OF DONORS 920 - SUPPORT TO NON-GOVERNMENTAL ORGANISATIONS (NGOs) 930 - REFUGEES IN DONOR COUNTRIES 998 - UNALLOCATED/ UNSPECIFIED	
SDP Pillars:	<p>To improve alignment, it is necessary for all activities to be allocated to one of the Pillars in the SDP. If the activity is not aligned to the national plan the “not aligned” option should be selected.</p> <p>SOCIAL CAPITAL</p> <ul style="list-style-type: none"> • EDUCATION AND TRAINING • HEALTH • SOCIAL INCLUSION • ENVIRONMENT • CULTURE AND HERITAGE <p>INFRASTRUCTURE DEVELOPMENT</p> <ul style="list-style-type: none"> • ROADS AND BRIDGES • WATER AND SANITATION • ELECTRICITY • SEA PORTS • AIRPORTS • TELECOMMUNICATIONS <p>ECONOMIC DEVELOPMENT</p> <ul style="list-style-type: none"> • RURAL DEVELOPMENT • AGRICULTURE • PETROLEUM • TOURISM • PRIVATE SECTOR INVESTMENT <p>INSTITUTIONAL FRAMEWORK</p> <ul style="list-style-type: none"> • SECURITY • DEFENCE • FOREIGN AFFAIRS • JUSTICE • PUBLIC SECTOR MANAGEMENT AND GOOD GOVERNANCE • NATIONAL DEVELOPMENT AGENCY AND ECONOMIC POLICY AND INVESTMENT AGENCY 	
Development Partner Funding		
Funding Agency	<p>The funding agency or Donor agency is the agency/ organization that provides the financial resources for the development activity.</p> <p><u>The funding agency/ donor agency is responsible for entering all project details into the AMP for projects where they are the executing agency and/or contributions in which NGOs, INOs, Private sector are the executing agency. For co-financed activities executed by United Nations agencies, World Bank group and the Asian Development Bank the respective agency will enter the project information.</u></p>	
Type of	Grant	Transfers made in cash, goods or services for which no repayment is required.

aid/funding	Loan	Transfers for which repayment is required. To qualify as ODA, loans must be: (a) undertaken by the official sector; (b) with promotion of economic development and welfare as the main objective; (c) at concessional financial terms [having a Grant Element of at least 25 per cent].
	GoTL Funding (counter Part funds)	Same as counterpart funding. Funding contributed by gov't of Timor toward a project
Aid Modalities		
	Program support (AMP definition based on OECD DAC definition of programme based approach)	<p>Programme-based approaches (PBA) are a way of engaging in development co-operation based on the principles of co-ordinated support for a locally owned programme of development, such as a national development strategy, a sector programme, a thematic programme or a programme of a specific organisation.</p> <p>Donors can support and implement programme-based approaches in different ways and across a range of aid modalities including budget support, sector budget support, project support, pooled arrangements and trust funds. Donors are invited to review all their development activities with a view to determining how much ODA was disbursed in support of programme-based approaches that meet ALL 4 of the following criteria should be met (anything less does not qualify as a PBA):</p> <ol style="list-style-type: none"> 1. Is the host country or organisation exercising leadership over the programme supported by donors? 2. Is a single comprehensive programme and budget framework used? 3. Is there a formal process for donor co-ordination and harmonisation of donor procedures for at least two of the following systems: (i) reporting, (ii) budgeting, (iii) financial management and (iv) procurement? 4. Does your support to the programme use at least two of the following local systems: (i) programme design, (ii) programme implementation, (iii) financial management and (iv) monitoring and evaluation?
	Project support	Development projects which operate on a stand-alone basis, or which are coordinated to a certain extent but do not meet the criteria for program based approach or SWAP.
	Budget Support	Direct budget support is defined as a method of financing a partner country's budget through a transfer of resources from a donor to the partner government's national treasury. The funds thus transferred are managed in accordance with the recipient's budgetary procedures. Funds transferred to the national treasury for financing programmes or projects managed according to different budgetary procedures from those of the partner country, with the intention or earmarking the resources for specific uses, are therefore excluded from this definition of budget support (Source: OECD 2006, Harmonising Donor Practices for Effective Aid Delivery, Chapter 2, Vol. 2). This definition also includes sector budget support provided and general budget support
	In-Kind/Supplies	Assistance (Government counterpart and/or Development Partner) provided with no cash transfers. An in-kind contribution is a gift of goods/services.

Appropriation Category(only for Actual Disbursements)	Salaries and Wages	<ul style="list-style-type: none"> ✓ Salary ✓ Overtime/Allowance
	Goods and Services	<ul style="list-style-type: none"> ✓ Local Travel ✓ Overseas Travel ✓ Training and Workshop ✓ Utilities ✓ Rental of Property ✓ Vehicle Operation Fuel ✓ Vehicle Maintenance ✓ Vehicle Rental, Insurance and Services ✓ Office Stationery and Supplies ✓ Operational Material and Supplies ✓ Fuel for Generators ✓ Maintenance of Equipment and Buildings ✓ Operational Expenses ✓ Professional Services ✓ Translation Services ✓ Other Miscellaneous Services ✓ Payment of Membership ✓ Current Transfer
	Minor Capital	<ul style="list-style-type: none"> ✓ Security Equipment ✓ EDP Equipment ✓ Communication Equipment ✓ Generators ✓ Water Equipment ✓ Office Equipment ✓ Other Miscellaneous Equipment ✓ Furniture and Fitting
	Capital Development	<ul style="list-style-type: none"> ✓ Infrastructure Assets ✓ Major Capital Equipment
Commitments	Planned/under preparation	Funding indicated for pipeline projects – pledges- funding agreements not at date of entry into AMP signed.
	*Budget Term used by RDTL MoF	
	Actual	Actual amount signed into a formal agreement. Any additional agreements signed during project cycle must be entered as additional commitment to the existing project.
	*Commitments – term used by RDTL MoF	
Disbursements	Planned	Disbursements to be made during the life of the project. A 3 year forward schedule should be entered on signature of the agreement, then updated annually 3 months before the budget is released.
	*Obligations term used by RDTL MoF	
	Actual	Funding which has been transferred by the donor to the Treasury. For donor implemented projects this would be payments made to the executing/implementing agency.
Related Organizations		
Executing Agency:	<p>For co-financed projects the executing agency is the agency who enters the project details into AMP</p> <p>The Executing Agency is the agency who handles funds for the project. It is the agency who have the overall remit to oversee activities and ensure that project objectives and outputs are achieved.</p> <p>For gov't implemented projects this would generally be a ministry. Only in cases where funds must be requested by the Implementing Agency (see below) from MoF for specific activities, the executing agency</p>	

	<p>would be MoF.</p> <p>For donor implemented projects this may be the donor agency themselves, if they make payments directly to an implementer</p> <p>There should be only one executing agency per project. If a project has two components (e.g. one NGO executed and one Gov't executed), it should be entered as two separate activities with same project title, specifying at the end of the title "component 1 / 2".</p>
Implementing Agency:	<p>The Implementing Agency(ies) is the agency under contract with the Executing Agency who carries out the project activities. This may mean directly undertaking activities itself or managing agencies at one level lower who carry out the physical workload. For some projects this will be the same as the Executing Agency. A project may have multiple implementing agencies. In most cases this could be a government ministry or department.</p>
RDTL Beneficiary Institutions	<p>The Beneficiary is the RDTL National institutions that receives the results/outcome of the project activity.</p>

