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**Subject:** MINUTES Local Project Appraisal Committee Meeting; CARSI Grant Funding and DIM Extension

**Date:** February 5<sup>th</sup> 2018

**Time:** 11:00 a.m.

**Venue:** UNDP Conference Room, Belmopan

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**Present:**

Karen Bernard- UNDP  
Michael Peyrefitte – AGM  
Adele Catzim-Sanchez – MOECYS  
Kent Clare – FIU  
Christina Sanchez-Martinez – NTUCB  
Major JolikeLeandre – COC  
Marcia Mohabir – AGM  
Dorian Pakeman – Press Office  
Dominique Noralez – NYC  
Leslie Mendez – Rep. PUP  
Carlos Pol – MOED  
Giacomo Sanchez – BCCI  
Osmany Salas – BNN  
Irma Sho - AGM  
Roxy Aleman-Richards–UNDP

*Rapporteur: Roxy Aleman-Richards*

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The meeting was called to order and the project results and budget were presented to the LPAC for further discussion.

**Purpose of the Meeting:**

The Local Programme Advisory Committee is an important feature of project design and development. The LPAC provides a platform for project stakeholders to review and discuss components of the project document and to finalize proposed management arrangements. This meeting of the LPAC presents the approved project proposal to those stakeholders involved in its development and serves to ensure that the project is truly representative of the initially agreed project priority areas and all stakeholders present have a clear understanding of the management arrangements set up therein.



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**The CARSI Narrative Budget and other relevant documentations were provided to attendees prior at the meeting.**

All the attendees were provided with CARSI Budget Narrative during the meeting held on February 5<sup>th</sup> 2018.

The project will continue to be implemented for a period of two years (2) with a project worth of Two Hundred and Fifty Thousand Dollars and Zero Cents (**\$250,000.00USD**). It is intended to be implemented over the period September 2017 to September 2019 and directly implemented by UNDP. The use of the funds was available for disbursement in January 2018.

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**Welcome and Opening:**

The meeting was opened by Mrs. Karen Bernard who welcomed all attendees.

**Project Objective, Outcomes and Outputs**

**Project Outcome:**

The country has an improved national system to facilitate the effective implementation of the UNCAC and governance improvement measures

***The project's major outputs therefore are to:***

1. Institutional architecture, and national capacities for anti-corruption enhanced
2. Increased awareness nationally of corruption and the national anticorruption reform agenda.

**Presentation of Proposed Budget Arrangements**

There was discussion on the new funds approved by US Embassy and how the budget will be distributed, based on what was initially proposed, what was approved and the new dynamics being encountered during the implementation of the first phase of the project. Also discussed were the Pros and Cons based on the restrictions of the CARSI funding, and the possibility of looking for future donors as well. The key implementing government counterpart continues to be the Attorney General's Ministry and they continue to carry out the day to day coordination.

The project continues to be Directly Implemented by UNDP and requires authorization from headquarters to continue to be directly implemented by UNDP until December 2019.

A handwritten signature in blue ink, appearing to be 'K. Bernard', with a small 'KS' written to the right of it.





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## Discussion

Mrs. Karen Bernard DRR informed that the PAC meeting will be held to discuss the use and expenditure of the CARSI funds for the planning year of 2018. She proceeded to review and read aloud for all board members, the details of the CARSI budget narrative commencing with Line Item C – Travel. This line item she advised can remain as is. The final district to visit is Toledo which training is scheduled for March. Attorney General advised that if his presence is ever required at a school or training, he is willing to attend. Line item E is to purchase a laptop for UNDP office, which will be purchased. Two laptops were recently purchased for the Attorney General's Ministry. Under line item F – the monitoring report can be removed as that is an expense that does not need to be incurred. The project assistant has already completed the first annual report which will be reviewed by Mrs. Karen Bernard and then disseminated to all board members, and can be published if deemed necessary. In respect to line item F2 – communication has already initiated by Mrs. Karen Bernard with UNODC to see which anti-corruption courses or trainings will be offered this year that Belize can partake in and once response is received the information will be shared.

Mrs. Bernard then proceeded to line item H. Under item H.1.1 – payment has already been made for the solicitor general who will be doing a course in legislative drafting at Athabasca University. Also, there is a partnership with University in Canada for 4 participants to attend legislative drafting courses as well. Participants should submit their resumes, and this needs to be authorized by the Attorney General. Ms. Leslie Mendez has indicated that she wants to participate and she has already submitted her resume to Mrs. Karen Bernard. In regard to (courses) line items H.1.2 to H.1.5 a consultant with expertise in this area will need to be brought in, as it is the sentiment that University of Belize and University of the West Indies does not have the intellectual capability to deliver such trainings. Mr. Trenton suggested that these university trainings may only be introductory sessions with a certificate at the end, but with no substantial value to add capacity in the area of procurement, legislative drafting and other related courses and trainings. Line item H.2-Advocates can remain as is for forums and printing. Sen. Salas agreed that the funds allocated to these activities are not over inflated as these are about the average costs especially for events. CEO Catzim added that as per the advocacy plan, they would like to include billboards in strategic areas across the country to keep the anti-corruption messages alive. Proceeding with line item H.3, which entails a project audit, Mrs. Karen advised that this project is being implemented according to UNDP standards which, the grant was negotiated at headquarters; therefore, UNDP will carry out their audit and not that as required/recommended by the US Embassy. Mrs. Bernard emphasized that they also wanted to dictate who should be employed under the project but UNDP did not sign on to that as a term or condition, hence it was waived, and in this case the same will be

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done which may contribute to some savings in this item. H.4 includes carrying out a project evaluation which will be carried out as planned.

Thereafter, are the Media coverages and advertisements H7 – H10 Mrs. Bernard advised. Whilst some members of the board feel that the funds allocated to these line items are high, Mr. Pakeman, representative from Press Office, advised that these costs are very reasonable as media advertising is costly. Mr. Giacomo Sanchez reminded that BCCI has offered a monthly ½ hour television spot on their show which is free of cost and gives publicity to the project. Ms. Leslie Sanchez indicated that she understands the advocacy campaign and strategy which has been one of the project's focus; however, she asked when will legislative and procurement become a focus area as well. AG indicated that he is awaiting the country's self-assessment results to see what the recommendations are, as he believes that Belize has laws, and there is not a lack of laws in the system. Mr. Trenton advised that the AG Ministry is already working on a whistleblowing and witness protection legislation. After the review of the budget line items as indicated above, Mrs. Bernard agreed to prepare the Annual Work Plan and will email to all board members, who will review and adjust where necessary. Some board members expressed that alternate sourcing of funds needs to be looked at, since CARSI funds are limited as to what type of activities can be carried out. Mrs. Karen Bernard indicated that she can draft a proposal and submit to other donors to seek possible funding.

**Next Steps and Considerations:**

Mrs. Karen Bernard to prepare Annual Work Plan in alignment with new budget arrangements funded by CARSI and email to all board members for their review, adjustments or additions if any.

**Closing:**

The minutes of the meeting will be sent to all LPAC members for review and final comments.

*KB*  
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## SIGNATURES

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Karen E. Bernard  
UNDP – Deputy Resident Representative

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Hon. Michael Peypafitte  
Attorney General

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Adele Catzim-Sanchez  
CEO - MOECYS

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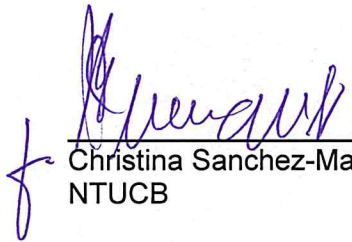
Odwin Trenton  
Project Coordinator – AGM

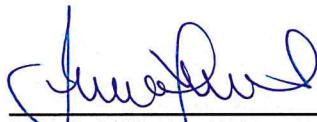
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Kent Clare  
Director FIU



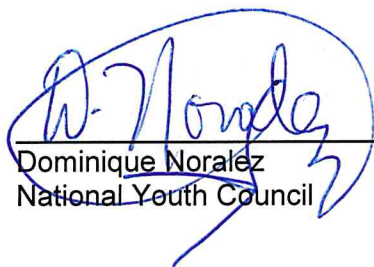
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Christina Sanchez-Martinez  
NTUCB

  
Major Jolike Leandre  
Council of Churches

  
Marcia Mohabir  
AGM

  
Dorian Pakeman  
Press Office

  
Dominique Noralez  
National Youth Council



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Leslie Mendez  
Representative Opposition Party

A handwritten signature in blue ink, appearing to read 'C Pol', written over a horizontal line.

Carlos Pol  
Ministry of Economic Development

A handwritten signature in blue ink, appearing to read 'G Sanchez', written over a horizontal line.

Giacomo Sanchez  
BCCI

A handwritten signature in black ink, appearing to read 'O Salas', written over a horizontal line.

Sen. Osmany Salas  
BNN

A handwritten signature in blue ink, appearing to read 'I Sho', written over a horizontal line.

Irma Sho  
Secretary – AGM

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Rexy Aleman-Richards  
PA-UNCAC

