

**Project Appraisal Committee (PAC) Meeting Minutes for the
“Implementing a “Ridge to Reef” Approach to Protecting Biodiversity and Ecosystem functions within
and around Protected Areas in Grenada”**

UNDP (Barbados and the OECS), UN House, Christ Church Barbados
1st October 2014

Agenda

1. General Introductions. (Grenada and UNDP)
2. Project Presentation (Mr. Musaad Al Saleh)
3. Review of Project by PAC Checklist
4. Approval
5. Closure of Meeting

1. General Introduction

Ms. Lara Blanco (Chair) welcomed persons to the meeting noting that this Project Appraisal Committee (PAC) was convened to review the project “Implementing a “Ridge to Reef” Approach to Protecting Biodiversity and Ecosystem functions within and around Protected Areas in Grenada “. The UNDP team was located in the external conference room of the UNDP, Barbados while the team from Grenada joined the meeting via Skype. The Chair explained the structure in which the meeting will take.

2. Project Presentation

The meeting was handed over to Mr. Al Saleh by the Chair. Mr. Al Saleh proceeded to provide a brief summary of the project document.

Mr. Al Saleh highlighted that the project objective was to ensure that biodiversity and ecosystem functions within and around marine and terrestrial Protected Areas (PA) in Grenada are better protected from threats through the adoption of an integrated “ridge to reef” approach that increases PA management effectiveness and applies targeted sustainable land management practices.

Mr. Al Saleh pointed that the project was consistent goals of various national policies in Grenada, inclusive of National Strategy Development plan and the Tourism Master plan as well as Grenada’s commitments related to international environment conventions.

Mr. Al Saleh presented the two major outcomes of the project. Outcome 1 is "The Establishment and effective Management of new and existing Protect Areas" this outcome will examine the legal planning and institutional framework for integrating sustainable forestry Management and sustainable land management. Outcome 2 is "Climate Resilient SLM practices applied in the Beausejour Watershed to reduce threats adjacent to an upstream of PAs" this outcome is focused on improved carbon stocks and enhancement of the BD in the Beausejour.

The Chair opened the floor to the Grenada Team for comments.

Mr. Baldeo highlighted that the government is placing emphasize on PAs. This project is quite timely given the Caribbean challenge to protect of 25% of all near shore and coastal areas and using the ridge to reef approach in managing PAs. This project will provide substantial inputs for this programme. Livelihood activities are included in the project to enhance communities near the PAs.

Mr. Baldeo really happy and excited to be implementing this project as the ministry of Agriculture which he represent and together with the Focal point form the Ministry of finance they will work together on getting this moving.

Review of Project by PAC Checklist

The Chair introduced the Checklist for the review of Project Documents (PAC Checklist). It was outlined that the meeting will go through the PAC checklist section by section allowing for any questions or comments to be raised when addressing the particular section.

Section 1 – General

- Ms. Chase highlighted the importance of ensuring that there was complementary between the formulations of new GEF projects with the UNDP 2014 to 2017 Strategic Plan. This includes new guidelines on the design parameters which looks at how well projects are targeting the identified vulnerable groups (youth, women and the poor), how well it address the multidimensional underlying development issues and takes into account sustainability, south-south cooperation and scalability.
- The Chair agreed. She also pointed out that when the project is working with stakeholders and communities then issues that are closed to UNDP mandate can be addressed.
- Mr. Al Saleh noted that within the project document under the management arrangement section that the organizational structure needed to be slight adjusted and expanded. This will be done after the meeting.

Section 2 – Situation Analysis and Strategy

The Chair explained the points under this section.

- Ms. Adjodha wanted some clarity on how the livelihood piece fitted in to this project.

- Ms. Chase agreed and pointed out that the livelihoods and gender components needed to explicitly say how these were being addressed through the project.
- Mr. Baldeo highlighted that in component 1 for when they have specific activities outlined they are targeting specific adjacent communities to the PAs. Eg. Sea moss activity which will have fishermen and women in the communities involved.
- The Chair noted the comments and agreed that these initiatives may need to be better reflected in the document.

Section 3 – Annual Work Plan

The Chair explained the points under this section.

- Mr. Baldeo queried if there was a difference between the budget that the consultant presented to the stakeholders and what is in the final product.
- Mr. Al Saleh stated that the some budget lines were consolidated and added Direct Project services (DPS).
- Mr. Baldeo also queried if Monitoring and Evaluation budget line was included initially?
- The chair noted the need Monitoring and Evaluation is quite important and has to be included.
- Mr. Baldeo agreed.

Mr. James asked to be excused from the meeting due another engagement.

Section 4 – Management Arrangements

The Chair explained the points under this section.

- The Chair asked about Mr. Baldeo communication with his forestry colleagues on the project and their responsibilities.
- Mr. Baldeo noted that he had a brief discussion with them but more in depth discussion was needed by the end of the year.
- The Chair highlighted the key stakeholders and the need for each of them to be aware of their responsibility and the work flow.
- Mr. Baldeo wanted some clarity on project steering committee and who chairs the committee?
- The Chair stated that is Co-Chaired by UNDP and Director of the project. More clarity maybe needed to determine who will be the director of the project.
- Mr. Baldeo queried the budget for the administrative assistant.
- The Chair verified that this will be covered under the project management budget.
- The Chair suggested that it was a good idea to have an alternate Director of Project in case of anything.
- Mr. Al Saleh has to clarify the difference of the project positions in the Management arrangement and in the budget notes of the project document.

- Mr. Clarke highlighted that on page 87 section 155 and section 156 are in conflict in regards to the audit. The UNDP would usual handle the procurement of audit services.
- It was agreed that the paragraphs will be reviewed with the view of UNDP conducting the procurement for audit services.

Section 5 - Monitoring and Evaluation

The Chair explained the points under this section.

- No comments

Section 6 - Legal Context

The Chair explained the points under this section.

- No comments

Section 7 – Annexes

The Chair explained the points under this section.

- No comments







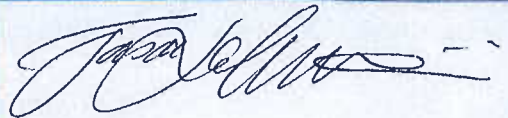

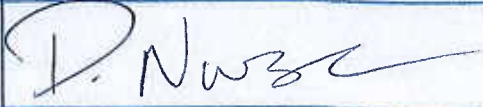

3. Approval

The Chair asked the meeting if there were any other comments. No further comments or issues were raised by the participants of the meeting. The Chair moved that project document could be signed pending the adjustments suggested. All participants of the meeting agreed with the signing of the project document.

4. Closure of Meeting

The Chair thanked participants of the meeting for their time and contribution. Goodbyes were exchanged.

Participants:

Name	Position	Signature
UNDP Team		
Lara Blanco	Deputy Resident Representative	
Musaad Al Saleh	Energy and Environment, Programme Analyst	
Janine Chase	Project Manager, Youth-IN	
Cherise Adjodha	Sustainable Human Development and Inclusive Governance, Programme Analyst	
Marlon Clarke	Project Coordinator Community Alerts Project (CAP)	
Lorenzo Harewood	ICCAS, Technical Administrative Associate	
Jason LaCorbiniere	Project Coordinator SIDS DOCK	
Sherri Frederick	Project Assistant SIDS Dock	
Dwayne Nurse	Programme Assistant	
Grenada Team		
Fitzroy James	Director of Economic and Technical Cooperation	
Roland Baldeo	National MPA Coordinator Fisheries Division	