



## QUARTERLY PROGRESS REPORT

Country:	JAMAICA		
Reporting period:	January - March 2011		
Project number and title:	00074246 Rural Youth Employment Project		
Project Duration:	2010 - 2012		
Implementing Partner:	Scientific Research Council (SRC)		
Responsible Parties:	Ministry of Agriculture and Fisheries		
Overall Project Coordinator:	Dr. Chadwick Anderson		
Date:	April 15, 2011		
Current year Approved Budget:	US\$635,869.00		
Current quarter advance:	US\$37,848.24	Current qtr exp:	US\$31,274.12
Annual expenditure to date:	US\$31,288.83	Current Year Delivery	5%

### I. QUARTERLY SUMMARY OF ACTIVITIES

Baseline study – The baseline study conducted by the Data Bank & Evaluation Division of the MOA&F to identify unattached youth for targeted social and technical interventions was completed and submitted to SRC on March 31, 2011. This after a presentation of the draft baseline study was arranged for and executed on March 10, 2011.

Training & Development – Three (3) youth from Trelawny participated in a Juice Processing Workshop hosted by SRC. Each participant received an NCTVET Certificate of Participation and a bound manual of the courses taught. Manuals were also provided to the four group members, one from Trelawny and three from St Ann who had registered but didn't attend the workshop.

Human Resource Requirements - Additional project staff during the quarter. Ms Tashanna Ferarah, an NYS intern filled the position of Administrative Clerk in the SRC Outpost, Manchester RADA office and Ms Christine Orgill to fill the position of Project Administrator stationed at the SRC Kingston.

Request for Proposal (RFPs) - The RUYE Assessment Committee Ms Ruth Simpson, RUYE Project Manager, Mrs Lamore Andrews, SRC Purchasing Department and Mr Reginald Peddy, Apiculture Unit, MOA&F independently evaluated the two bids to supply bee colonies and supers. Both bidders, Masterton Limited and St. Jago Farm & Hardware Supplies were deemed to be compliant however the bid price from the latter was within 15% of the comparative estimate of J\$5,800,000 (provided by Apiculture Unit, MOA&F) used in the bidding process. The bid price from Masterton Limited exceeded the 15% procurement ceiling. Appendix 1.

Draft Stakeholder MOUs - The RUYE Project will collaborate with the 4H Clubs of Jamaica to refurbish and equip a building at their training site in Sherwood, Trelawny. This facility will accommodate youth in Trelawny embarking on juice agro processing businesses. Memoranda of Understanding (MOU) between SRC and 4H Clubs have been finalized while MOU's between RADA, SDC, NYS and NCYD have been drafted.

## II. RESOURCES AND EXPENDITURE

RESOURCE & EXPENDITURE REPORT BY DONOR - 2011							
DONOR	Resp. Party	Total Budget (US\$)	Programmable Budget (US\$)	EXPENDITURE (US\$)			Balance PrBdg – Tot Exp (US\$)
				Exp Prior Current Qtr US\$	Current Qtr Expenditure US\$	Total IP Expenditure US\$	
USAID	SRC	635,869.00	596,824.00	-	31,274.12	31,274.12	565,549.88
<b>Subtotals:</b>		<b>635,869.00</b>	<b>596,824.00</b>	<b>-</b>	<b>31,274.12</b>	<b>31,274.12</b>	<b>565,549.88</b>
<b>Totals:</b>		<b>635,869.00</b>	<b>596,824.00</b>	<b>-</b>	<b>31,274.12</b>	<b>31,274.12</b>	<b>565,549.88</b>

PROJECT EXPENDITURE FOR REPORTING PERIOD					
Activity	Requested JA\$	Received JA\$	Date Received	Disbursed by IP	Balance JA\$
Balance @ Dec 31, 2010					3,121,110.44
Project Management				653,214.00	
Administrative Expenses				17,916.19	
Public Awareness & Community Engagement				60,000.00	
Training & Business Development				1,000,000.00	
Facility Furnished/Equipped				413,381.90	
					976,598.35
Project Management - March 2011	1,083,387.00	1,083,387.00	2011/3/17	537,243.13	546,143.87
Training & Business Development	150,000.00	150,000.00	2011/3/17	-	150,000.00
Baseline Study	625,600.00	625,600.00	2011/3/17	-	625,600.00
Facility Furnished/Equipped	1,386,500.00	1,386,500.00	2011/3/17	-	1,386,500.00
Public Awareness & Community Engagement				-	
<b>Subtotal</b>	<b>3,245,487.00</b>	<b>3,245,487.00</b>		<b>2,681,755.22</b>	<b>3,684,842.22</b>
<b>Total</b>	<b>3,245,487.00</b>	<b>3,245,487.00</b>		<b>2,681,755.22</b>	<b>3,684,842.22</b>
<b>Cash in hand @ end of reporting period</b>					<b>3,684,842.22</b>
<b>Commitments @ end of reporting period</b>					<b>1,732,320.64</b>

\*The United Nations Operational Rate of Exchange (UNORE) for March of J\$85.75 to US\$1.00 was used at the time of processing the request for advance. The UNORE in effect at time of submission of report for liquidation of expenditure is used for conversion of expenditure from JA\$ to US\$.

## III. ACTIVITIES AND ACHIEVED RESULTS

Expected Outputs & Indicators	Activities	Results of Activities	Progress Towards Achieving Outputs
<p><b>OUTPUT 1</b> <i>Vulnerable and out of school adolescents and young people, particularly boys, equipped with life long earning, livelihood skills and increased access to work opportunities</i></p> <p><b>INDICATORS:</b></p> <ul style="list-style-type: none"> <li>• # of youth completing training (at least 50% boys) per parish capacitated in income generating skills</li> <li>• # of processing facilities processing</li> <li>• baseline study</li> <li>• # of evaluations completed</li> <li>• # of business plans developed annually</li> <li>• % of unemployed youth confident about employment opportunities (measurement based on sample survey in baseline survey:</li> </ul>	<p>Training and Business Development</p>	<ul style="list-style-type: none"> <li>• Juice Processing Workshop February 22-24, 2011: <ul style="list-style-type: none"> <li>• 2 males and 1 female from Trelawny participated and were taught the following topics: Basic Food Microbiology, General Hygiene, Good manufacturing practices, Sanitation, Juice preparation theory, Quality Control Procedures and Documentation, <i>Juice Processing Practical (Preparation of Juice from Concentrates)</i> Packaging and Labelling <i>Juice Processing Practical(Natural fruits)</i>, Juice Processing as a Business</li> <li>Trained as trainers to impart juice processing information to remainder of group members (16 youths) through collaboration with SRC and the OAS Youth project</li> </ul> </li> <li>• Development of three (3) additional business plans : <ol style="list-style-type: none"> <li>1. Beekeeping / Honey Processing for Grant's Mountain Sunshine Youth Club;</li> <li>2. Sorell agro processing for the Hind's Town Youth PMO;</li> <li>3. Greenhouse vegetable production for the Cedar Valley Youth Club</li> </ol> </li> </ul>	<p>Training received will assist the participants and group members of the Golden Grove Youth Agricultural Society to implement their sorrel and papaya/orange drink processing project.</p> <p>This group will operate from the 4H Clubs, New Forest facility in Trelawny scheduled for renovation under the RUYE Project</p> <p>Plans drafted enabled groups to:</p> <ul style="list-style-type: none"> <li>• determine minimum economically viable project size</li> <li>• cost project inputs; knowledge of project financing i.e. grant vs equity</li> <li>• identify personnel within the groups with skills to undertake work required</li> </ul>
	<p>Baseline Study</p>	<ul style="list-style-type: none"> <li>• Study completed and delivered March 31, 2011. Study assessed youth employment baseline data situation in select communities in 4 target parishes completed by MoA&amp;F; draft presentation to Project Board 10<sup>th</sup> March 2011.</li> </ul>	<p>The baseline study will allow for:</p> <ul style="list-style-type: none"> <li>• measurement of youth unemployment (by gender)</li> <li>• identification of agricultural and agro-processing activities with most potential for value added processing</li> <li>• identification of viable products and markets</li> <li>• assessment of training needs in target parishes to increase youth involvement and achievement in agricultural activities identified</li> <li>• identification of communities from which participants to be drawn</li> <li>• assessment of physical infrastructure available for agro-processing activities</li> </ul>

Public Awareness and Community Engagement	<ul style="list-style-type: none"> <li>MOU for 4H Clubs finalized; MOU's with RADA, SDC, NYS and NCYD drafted – require editing and approval</li> </ul>	MOU with stakeholders to provide framework within which facilitation of the RUYE Project will be enhanced  Upon delivery of bee colonies in June 2011 The project will employ 55 youths (48 males and 7 females) in honey production / other bee product processing
Facility Furnished and Equipped	<ul style="list-style-type: none"> <li>Procurement of bee colonies for the supply of 275 bee colonies to two groups (total 55 youths) Three central apiaries (with maximum 100 hives) will be arranged to accommodate the beehives: <ul style="list-style-type: none"> <li>Grant's Mountain, St. Ann – 1 apiary with 75 colonies</li> <li>Llandewey, St. Thomas – 2 apiaries with 100 colonies each</li> </ul> </li> </ul>	

#### IV. IMPLEMENTATION CONSTRAINTS, RISKS AND LESSONS LEARNT

Implementation Constraints	Significance	Response/Action
Procurement process delays affecting implementation timelines	High	Identify areas in process where lapses occur and actively seek to minimize time losses
Partnerships slow in delivering on collaborative actions thereby threatening effective project delivery	High	Request an additional Project Officer to work out of St. Thomas
Difficulty in identification and acquisition of potential facilities to equip for agro processing	High	Contact made with partnering stakeholders, Bauxite companies, private entrepreneurs with underutilized capacity in an effort to forge alliances for infrastructure usage
Similarly, where land is required for project development there are the following constraints: - Found that there has been encroachment - No hope of group occupying the land legally - Long process to legal land acquisition through lease	High	Land lease agreement template developed and dispatched to groups Collaboration with National Land Agency (NLA), ALPART, Sugar Transformation Unit (STU) to assist with regularizing lands for project use under their control
Risks		Response/Action
Youths not complying with selection criteria requirements. Suggests further individual attention for action	High	Notify relevant youth action partnering stakeholders of delinquent individuals so that assistance may be rendered
<b>LESSONS LEARNT:</b> Continuous stream of information on project delivery required to pique interest of collaborating partners; each requiring personal attention. This requires close public relations/communication intervention.		

## V. PLANNED ACTIVITIES (APRIL – JUNE 2011)

Expected Outputs	Planned Activities	Timeframe			Resp. Party	Planned Budgets		
		M1	M2	M3		Source of Funds	Budget Desc	Amount
<b>OUTPUT 1</b> <i>Vulnerable and out of school adolescents and young people, particularly boys, equipped with life long earning, livelihood skills and increased access to work opportunities</i>	Project Management	X	X	X	SRC	USAID	71400	18,000
	Baseline Study	X	X	X	MoA&F	USAID	71300	7,000
	Public Awareness and Community Engagement	X	X	X	TPDCo / Consultants	USAID	71400	
	Facility furnished/equipped/upgrade	X	X	X	SRC	USAID	72200	200,000
	Training and Business Development	X	X	X	RADA / SRC / JFLL / HEART	USAID	75700	25,000
<b>TOTAL</b>								<b>250,000</b>
<b>Comments:</b> Further training interventions will encompass current groups and additional unattached youth in the 4 parishes. Training will focus on honing literacy & numeracy skills and collaborative skills training through established institutions.								

Project Management: Prepared by: Ruth Simpson Date: 1/8/2011  
 Approved by: Chadwick Andrews Date: 16/8/2011

UNDP Resource Persons: Machel Stewart, Programme Advisor – Poverty  
 Keesha Raymond, Programme Analyst – Poverty

## Appendix 1: Summary of Bid Selection for the Supply of Bee Colonies &amp; Supers

Bidder	Items	Bid Price JMD\$	Total Points
Masterton Limited	275 Bee Hives and 275 Supers	\$6,726,500.00	75.66
St. Jago Farm & Hardware Supplies	275 Bee Hives and 275 Supers	\$5,069,500.00	90.33