



QUARTERLY PROGRESS REPORT

Country:	JAMAICA		
Reporting period:	October - December 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 <i>Chadwick Anderson / C. Mancini-Henry</i>		
Date:	January 25, 2012		
Current year Approved Budget:	US\$635,869.00		
Current quarter advance:	114,409.01	Current qtr exp:	US\$132,295.35
Annual expenditure to date:	US\$389,752.65	Current Year Delivery	61%

I. QUARTERLY SUMMARY OF ACTIVITIES

Training & Business Development –RUYE Project Team conducted product sensitization and business planning sessions with 26 youths: 18 males & 8 females; they were introduced to viable value added products that could be produced from local raw materials. See Appendix 1. Twenty-eight youths (21 males and 7 females) from the Western St. Thomas Bee Farmers Association (WSTBFA), St. Thomas participated in the 2nd of four beekeeping certification training courses conducted by the Apiculture Unit, MoAF. See Appendix 1. SRC's Food Processing Department organized and guided five youth beneficiaries in the preparation of its formulated sweet potato pudding mix and the production of sweet potato flour. Additionally, ten (7 males and 3 females) attended a 3-day juice processing workshop conducted by SRC and certified by NCTVET. Certificates were awarded. Five (5) Group Dynamics training sessions were conducted with the youth beneficiaries in St. Thomas. Two hundred and fifty-five youths attended (142 males, 113 females).

Public Awareness - RUYE Project beneficiaries assisted in mounting displays of products currently being produced or intended for production at the annual Minard 4H Show, St. Ann. One hundred and four (62 males and 42 females) individuals from eight RUYE assisted groups in St. Ann and St. Thomas attended and created a display that showcased goats, sweet potato, ginger, sorrel, guava and chocolate products. CVM Live at 7 TV crew filmed and aired aspects of the WSTBFA beekeeping / honey processing project. The UNDP videotaping of the WSTBFA project was successfully presented on their website as part of the "One Day on Earth" documentary. Six representatives (4 males and 2 females) from the Action Vibes Youth Club sold processed pork products at the Taste of Manchester Food Fair during the reporting period.

Major Achievement M&E- Several land lease agreements finalized between community land owners and youth groups in targeted Parishes. See Appendix 2. The WSTBFA distributed 4 beehives to each of 21 youth members (12 males and 9 females) who had to date attended all training seminars / workshops planned by RUYE and practical sessions conducted by mentors, Messrs C. Simpson and M. Morgan at the communal apiaries. At least ten (10) new entrant youth members have been apprenticed to these trained individuals. During the period the WSTBFA Apiary sold 2 x 5 gallon pails of honey @ J\$9,000/pail and 20 quarts honey @ J\$700.00/qt earning approximately J\$32,000.

Contracts: Three (3) contracts were signed and implementation begun re: construction of the goat housing units in St. Ann, Manchester and St. Thomas (129 youths to benefit). Containerized facilities for processing and packaging honey were delivered and installed at sites prepared in Grant's Mountain, St. Ann and Llandewey, St. Thomas (75 youths to

benefit). Draft drawings have been prepared for the proposed agro processing facilities and a list of process equipment for the facilities have been completed and approved. A fully equipped greenhouse has been constructed in Aboukir, St. Ann (20 members to benefit).

Literacy/Numeracy Assessment- Contracted consultant trained 20 unemployed teachers / social workers to understand and use the assessment form developed to determine literacy / numeracy capability of the project beneficiaries. To date, 713 persons had been assessed. Of this number, males (age 15-29) and females (age 15-29) represented 57% and 43% of the total respectively. Additional individuals assessed exceeded the numbers documented in the beneficiary database (543 males and females) by 170 persons who expressed an interest in participating in the process.

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\$	
UNDP	SRC	0.00	0.00	-	-	-	0.00
USAID	SRC	635,869.00	596,824.00	257,457.30	132,295.35	389,752.65	207,071.35
Subtotals:		635,869.00	596,824.00	257,457.30	132,295.35	389,752.65	207,071.35
Totals:		635,869.00	596,824.00	257,457.30	132,295.35	389,752.65	207,071.35

PROJECT EXPENDITURE FOR REPORTING PERIOD					
Activity	Requested JA\$	Received JA\$	Date Received	Disbursed by IP	Balance JA\$
B/F Sept 30,2011					5,690,311.44
Project Management					
Salary of Project Team	1,218,597.81	1,218,597.81	2011/12/15	2,195,861.06	
Other Project Management Expense				759,373.49	-1,736,636.74
Administrative Expenses	99,564.00	99,564.00	2011/12/15	269,996.38	-170,432.38
Training & Business Development	1,780,431.20	1,780,431.20	2011/12/15	2,696,720.51	-916,289.31
Facility Furnished/Equipped	812,417.16	812,417.16	2011/12/15	1,694,247.06	-881,829.90
Facility Furnished/Construction	5,985,369.96	5,985,369.96	2011/12/15	3,836,659.01	2,148,710.95
Subtotal	9,896,380.13	9,896,380.13		11,452,857.51	4,133,834.06
Total	9,896,380.13	9,896,380.13		11,452,857.51	4,133,834.06
Cash in hand @ end of reporting period					4,133,834.06
Commitments @ end of reporting period					3,056,806.71

*The United Nations Operational Rate of Exchange (UNORE) for December 2011 of \$ 86.50 to US\$1.00 was used at the time of processing the request for advance and \$86.65 was used for converting expenditure made in Jamaican dollars For October-November 2011 EXPENDITURE OF J\$5,377,986.98 LIQUIDATED and \$86.50 for December 2011 EXPENDITURE OF J\$6,074,870.53 LIQUIDATED.

III. ACTIVITIES AND ACHIEVED RESULTS

Expected Outputs & Indicators	Activities	Results of Activities	Progress Towards Achieving Outputs
<p>OUTPUT 1 <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>INDICATORS: Number of youths equipped with technical and management skills to be employed in or initiate agro-businesses (disaggregate by gender)</p> <p>Increase in number of youths (males/females) engaged in agriculture and agro-processing</p> <p>Increased in number of facilities available for youth and increase in number of youths able to utilize agro-processing facilities</p> <p>Percentage completion of commercialisation of selected model enterprises</p>	<p>Training and Business Development</p> <p>a) Product sensitization & Business plan development sessions</p> <p>b) Sweet potato product development training (SRC)</p> <p>c) Juice processing certification training (NCTVET)</p> <p>d) Beekeeping theory / practicals / certification training</p> <p>e) Youth literacy & numeracy assessment – field work</p> <p>f) Draft training proposal submitted by JFLL</p> <p>g) Group Dynamics training sessions held in , St. Ann & St. Thomas</p>	<p>a) 26 youth trained in business plan development and sensitized to pond fish farming & marketing– Top Bellefield Youth Club (18 males & 8 females)</p> <p>b) Five (5) members of the Hinds Town Youth Club, St. Ann taught to produce formulated pudding mix and sweet potato flour</p> <p>c) Ten (10) youth representatives from Hinds Town Youth Club, St. Ann trained to process local fruits into juices</p> <p>d) Twenty-eight (28) youths continue to participate in 2nd certification training course in Llandewey, St. Thomas - Two (2) sessions of training and examination prior to certification remaining.</p> <p>e) 20 assessors trained to score youth using assessment instrument and to determine level of youth literacy/numeracy competencies from scores</p> <p>f) Organized syllabi for training courses to be taught at the different literacy levels drafted – to be finalized following categorization of youth from assessment</p> <p>g) 255 (males & females) beneficiaries exposed to team building and leadership skills training: 1. Barrett Hall, St. Ann- 65' 2. Bath Police Youth Club – 16 3. One Love Youth Club – 52 4. Small Axe Youth Club – 46 5. Hill Stars Youth Club – 52 6. WSTBFA - 24</p>	<ul style="list-style-type: none"> • 26 youths (8 females & 18 males) equipped with technical business plan preparation skills • 5 youths (4 males & 1 female) equipped with sweet potato product development skills • 10 youths (7 males & 3 females) equipped with juice processing skills • Youths (21 males & 7 females) equipped with beekeeping skills that will enable them to be gainfully employed in a viable entrepreneurial activity • 713 youth (406 males & 337 females) classified on the basis of their literacy / numeracy scores at the basic (17%), intermediate (41%) or advanced (42%) levels • Youth identified at basic and intermediate levels of literacy/ numeracy trained to Grade 9 Standard • 142 males, 113 females trained

	<p>Public Awareness and Community Engagement</p> <p>a) Negotiation of Lease (s)</p> <p>b) Final review of stakeholder MOU's</p> <p>c) Promotional activities attended: Minard Agricultural Show</p> <p>d) Finalizing registration process for groups in St. Thomas</p>	<p>Lease negotiated for 5 acres at McNie from Mr. Kevin Russell.</p> <p>Lease negotiated for 6 acres at Pedro River from Mr. Audley Whitter / Ms. Charmaine Douglas.</p> <p>MOU with NYS, RADA, 4H Clubs, JFLL, and SDC in various stages of review.</p> <p>pavilion</p> <p>Activities being implemented by groups in the targeted parishes showcased. Prototype goat housing unit was reassembled and populated with goats from Manchester; honey, cocoa, ginger, guava goat milk, cheese and leather craft products were displayed by the RUYE groups to over 6,000 school children in attendance.</p> <p>Western St. Thomas Bee Farmers Association : Earlier registration accounted for 39 youths – current registration total is 60 youths</p> <p>Group of 65 youth from Barrett Hall, St. Ann added to database – they requested training in Leadership and Team Building and were assessed for literacy & numeracy</p>	<p>10 year Lease agreement for 5 acres at J\$3,000/acre/year signed by parties is site for goat housing unit</p> <p>5 year lease agreement for 6 acres at \$4,000/acre/year signed by parties is site for goat housing unit</p> <p>MOU with MoAF signed; others continue to be reviewed to include clause indicating compensation for services over and above the organization's mandate</p> <p>Individual youth involved in showcasing products honed their promotion and marketing skills in a practical way. 104 youth beneficiaries of the RUYE project (**males & ** females principally from St. Thomas and St. Ann attended</p> <p>Determination of gross numbers of youths in targeted groups being impacted by the RUYE Project is Five Hundred and Forty-three (543)</p>
	<p>Facility Furnished and Equipped</p> <p>a) Partially completed containerized honey processing facilities delivered</p> <p>b) Preliminary drawings for three (3) agro processing facilities</p> <p>c) Finalized complete equipment</p>	<p>2 x 20' modified containers were delivered unfinished to Grant's Mountain, St. Ann and Llandewey, St. Thomas</p> <p>The contractor is to finalize completion of the facilities (install roof, windows, doors, hand wash sink, 3-compartment stainless steel sink, plumbing & electricity).</p> <p>Drawings examined by stakeholders with technical expertise to spot discrepancies -</p>	<p>60 youths at Llandewey and 15 at Grant's Mountain will utilize the facility to filter, bottle & label honey</p> <p>Drawings and Bill of Quantities to be finalized for submission to Parish Councils</p> <ul style="list-style-type: none"> • Arranging for the timely

	<p>listing for 3 agro processing facilities: sole sourcing, limited tendering and advertising RFQ's applied in procurement process</p> <p>d) Contracts & mobilization payment for the construction of the goat housing units</p>	<p>Where sole sourcing could be used as procurement method immediate contact was made with suppliers and pro forma invoices requested; 5 RFQ's were advertised and withdrawn because brand names of items were stated</p> <p>Construction commenced for 4 goat housing units: 1) Land top, St. Thomas; 2) Pusey Hill, Manchester; 3) McNie, St. Ann & 4) Pedro River, St. Ann</p>	<p>delivery of equipment to coincide with rehabilitation of the facilities</p> <ul style="list-style-type: none"> Youths from groups in the targeted parishes involved in the construction phase : 1) Land top- 2 males & 5 females; 2) Pusey Hill- 2 males & 2 females; 3) McNie, St. Ann- 2 males; 4) Pedro River, St. Ann- 1 male.
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IV. IMPLEMENTATION CONSTRAINTS, RISKS AND LESSONS LEARNT

Implementation Constraints	Significance	Response/Action
Precursor activities to agro processing facilities' rehabilitation underestimated – procurement of final drawings, bill of quantities, approvals by relevant stakeholders (6 month process)	High	Continued dialogue with consultant to fast track the process. Alert relevant agencies of documents pending for approval
Poor quality workmanship by contractor selected through procurement process affecting contract delivery time as work has been delayed pending inspection by independent Quantity Surveyor after which corrective structural alterations will be required to be made	High	Give contractor a short timeline in which to correct structural faults and insist that original contract completion date be adhered to
Inability of youth and community to contribute in a timely and significantly tangible way to the project implementation process – resulting in activities disproportionately tackled	High	Work plan of action informing of the activities to be implemented at the local level setting timelines agreed by youth beneficiaries; solicit other public and private organizational support with implementation of these complementary activities
Risks	Response/Action	
Originally, project not properly scoped in respect of the available human resources with managerial responsibility (40 groups over four parishes)	High	Rigid selection process taking into consideration groups' involvement and level of participation in planned RUYE activities (now 20 groups over 4 parishes)
Project implementation constraints identified above will have a negative effect on the timelines within which supplier payments are made thereby effectively slowing budgetary spending and potentially affecting future allocations	High	Tighter administration and closer follow up with suppliers as it relates to contract delivery dates. Lengthy (more than 2 weeks) extensions to contracts will not be accommodated.
LESSONS LEARNT: 1) PROCUREMENT ACTIVITIES FOR PROJECT WITH DEFINED TIMELINE ANOMALOUS TO PROCUREMENT FOR UNPROJECTIZED ACTIVITY 2) AS RUYE ACTIVITIES IN THE COMMUNITIES INCREASE, PRIVATE SECTOR (COMMUNITY-BASED) ASSISTANCE IS EASIER ACCESSED		

V. PLANNED ACTIVITIES (JAN – MAR 2011)

Expected Outputs	Planned Activities	Timeframe			Resp. Party	Planned Budgets		
		M1	M2	M3		Source of Funds	Budget Desc	Amount
OUTPUT 1 <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	33,954.57
	Administration	X	X	X	SRC	USAID	71400	4,044.71
	Training & Business Development	X	X	X	Stakeholders	USAID	71400	24,619.15
	Facility furnished/equipped/upgrade	X	X	X	SRC / Contractors	USAID	72200	91,276.00
	Public Awareness & Community Engagement	X	X	X	Stakeholders	USAID	75700	216.63
	Monitoring & Evaluation							0.00
TOTAL								154,111.06
Comments: Budget 2012 projects 15.3% to be spent on training / public awareness while 49% of remaining funds earmarked for upgrading and equipping agro processing facilities.								

Project Management:

Prepared by:

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Date:

July 4, 2012

X

Approved by:

Marcia Henry

Date:

2012/08/13

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

Appendix 1

RUYE Training Information – October to December 2011

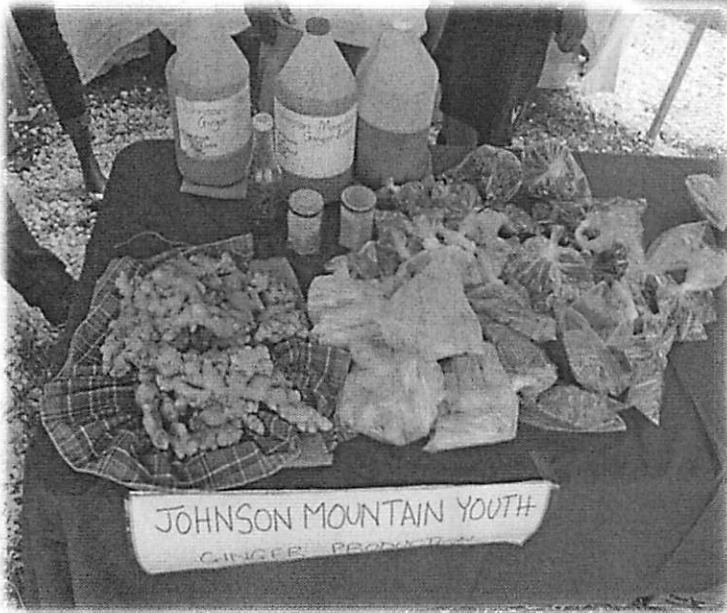
GROUP NAME	# FEMALES	# MALES	Total	Training Date	Type Of Training
Technical Beekeeping/Honey Processing Training - Q4, 2011					
Grant's Mountain Sunshine Youth Club, St. Ann	1	8	9	Nov - Dec, 2011	Technical expert – Individual Attention (8 hours/day x 3 days / week)
Western St. Thomas Bee Farmers Association – Youth Arm	7	21	28	October 26, 2011	Beekeeping MoAF Certification Training - 2 nd Session 8 hours
TOTAL	8	29	37		
Product Sensitization Sessions and Business Planning Workshops – Q4, 2011					
Top Bellefield, Manchester (<i>pond fish farming & marketing</i>)	8	18	26	October 26, 2011	Sensitization and business planning workshop 4 hours
Sweet Potato Processing (SRC)					
5 youths – St. Ann	1	4	5	October 2011	Sweet potato processing using SRC pudding mix formulation
TOTAL	1	4	5		
Group Dynamics Training – St. Thomas					
Bath Police Youth Club,	6	10	16	December 17, 2011	
One Love Youth Club,	23	29	52	December 18, 2011	
Small Axe Youth Club	19	27	46	December 19, 2011	
Hill Stars Youth Club	26	26	52	December 20, 2011	
Western St. Thomas Bee Farmers	8	16	24	December 21, 2011	
Barrett Hall	31	34	65	December 10, 2011	
TOTAL	113	142	255		
Juice Processing Workshop (SRC) – NCTVET Certification – Q4, 2011					
10 youths – St. Ann	3	7	10	November 27 – 30, 2011	Juice Processing workshop (SRC) (8 hours/day x 3)
TOTAL	3	7	10		
GRAND TOTAL					

Appendix 2

Finalized Lease Agreements – October to December 2011

Parish	Group of Beneficiaries	Lessor – Community Resident	Size of plot / Land Use
St. Ann	Pedro River Youth Club, Pedro River	Mr. Kevin Douglas	Goat rearing
St. Ann	Coley Youth Club, McNie	Ms. Charmane Douglas	Goat rearing
St. Ann	Dynamic Youth Club, Aboukir	Aboukir All Age School Letter from the School Board	Greenhouse farming
St. Thomas	One Love Youth Club, Port Morant	Mr. Anthony Barrett	Goat rearing

Appendix 3
Minard Show, St. Ann – Nov 10, 2011



Appendix 4
Group Dynamics Training, Dec 18, 2011 – One Love Youth Club, St. Thomas

