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ANNUAL PROGRESS REPORT

Country:	JAMAICA		
Reporting period:	2012		
Project number and title:	Project Number: 00079489 Atlas Award ID 00062148 Mainstreaming Migration into National Development Strategies		
Project Duration:	May 1, 2011 – March 31, 2013		
Donors:	Swiss Development Corporation		
Implementing Partner:	Planning Institute of Jamaica		
Responsible Parties:			
Overall Project Coordinator:	Mr. Easton Williams		
Date:	January 28, 2013		
Current year Approved Budget:	US\$108, 172.92		
Total annual advance:	JM\$5,818,263.66	Total annual expenditure:	\$4,103,148.96
Annual Delivery:	41.93%		

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I. EXECUTIVE SUMMARY

MAIN ACHIEVEMENTS

Over the period, the following major goals were achieved:

1. The draft of National Policy and Plan of Action was completed and the process to expand the Diaspora and Development thematic area to develop a Diaspora Policy commenced;
2. The Extended Migration Profile (EMP) was finalized and launched;
3. Eight (8) draft sub-policies developed
4. National and international visibility of the project was increased due to the publication of articles on the mainstreaming process and the approach to develop the National Policy and Plan of Action;
5. Increased Public awareness of the main issues to be addressed in the National Policy and Plan of Action was achieved through consultations held islandwide.

CHALLENGES/ CONSTRAINTS

1. The establishment of the thematic sub-committees required extensive support and as a result Interns were recruited to provide administrative support to the sub-committees and the MPU. However, it took considerable effort and time for the Interns to assimilate into their responsibilities and provide the support to the MPU as expected. Efforts were made to reduce the adjustment period and ensure the interns were equipped and informed throughout the entire process. Checklists were formulated for specific activities which provided step by step guidelines on the required procedures and weekly meetings were held to debrief logistical arrangements for activities and to brainstorm approaches and strategies.
2. Printing, publication and the launch of the EMP were set back due to challenges encountered by IOM Kingston in obtaining quotations for printing and editing the Extended Migration Profile. One challenge was that local editors contacted by the IOM Kingston required ownership of any document edited by them. However, ownership of the EMP was shared between the Government of Jamaica (GOJ) and the International Organization for Migration (IOM). In the end, the document was edited in-house by the IOM and Planning Institute of Jamaica (PIOJ) colleagues and then published. In addition, the consultant team also encountered delays and requested extensions in finalizing and submitting some deliverables due to delays in obtaining information from key stakeholders.
3. The approach to develop the Communication Strategy for the Policy was revisited due to setbacks relating to the recruitment of a Consultant to undertake the assignment. Under the

- new approach, engagement of stakeholders and beneficiaries has been rescheduled. In addition, contact was made with the Caribbean Institute for Media and Communication (CARIMAC) at the University of the West Indies (UWI) to explore avenues for collaboration to develop a Public Relations/Communications Plan.
4. Overall project expenditure was below expected levels for 2012 as a result of challenges related to the implementation of activities under Outputs 3 and 4 and expenditure for International Experts not taking place as planned. As a result project delivery rate was lower than expected. Notwithstanding, future activities to be undertaken over the life of the project correspond with the remaining funds to be expended. In addition, the quality of outputs was not affected as a result of the savings.
 5. There were challenges with the Policy Development Consultant, Mr Kevin Morrison, as there were several instances where issues highlighted by the sub-committees were not clearly articulated and reflected. This resulted in delays and extensive reviews of the deliverables which served to extend the timelines agreed.

LESSONS LEARNED

1. Mainstreaming migration into existing institutions and mechanisms is a process which cannot be achieved solely through a project initiative.
2. The *GMG Handbook - Mainstreaming Migration into Development Planning: A Handbook For Policymakers and Practitioners* was heavily utilized to provide a systemic approach to a complex process for the project team, stakeholders and consultants. This approach helped to avoid unnecessary delays by clarifying key concepts in the policy development process. It also improved understanding and appreciation of migration and development by stakeholders and their role in the process.
3. There was need for greater flexibility between project deadlines and process flows to avoid undue pressure and inadequacies.
4. The approach was highly consultative and participatory in order to build national ownership and buy-in in the policy development process.
5. International experts were an important part of the process as migration and development was a relatively new area in Jamaica. Experts provided technical advice and shared best practices. However, based on their workload, they were not always available and meetings were held virtually in some instances.
6. Close monitoring of the overall process helped to identify and plan for contingencies that can delay the process.

7. There were synergies between tools – the EMP emphasized the focus for data as a priority issue in the policy development process.
8. Improved cooperation among Ministries, Departments and Agencies (MDAs) with a stake in migration to facilitate collaboration between stakeholders, government and private sector to promote policy and institutional coherence.
9. Sustainability of migration and development in government was highlighted as important to ensure that the implementation of the Policy and the creation of a conducive environment for sustainable development.
10. National focal points on migration and development contributed to regional and global high level discourse.

RECOMMENDATIONS

1. A gendered approach should be adopted in the development of the National Policy and Plan of Action.
2. The National Policy and Plan of Action on International Migration and Development should be aligned to related policies and broader socio economic and development strategies.
3. The capacity of key institutions dealing with migration and development issues should be assessed and strengthened.
4. Strategic partnerships such as state to state and international collaboration should be built and the establishment of a Regional Consultative Process (RCP) for migration and development highlighted as a policy priority.
5. The establishment of a repository for migration data within the PIOJ was recommended to facilitate information flows and support the development of robust data sources and data sharing, reporting and recording mechanism on a regular basis for the government.
6. An engagement strategy for the Diaspora was highlighted as critical to the successful implementation of the National Policy and Plan of Action. To address this, the Situation Analysis for Diaspora Engagement and Policy prepared by Professor Neville Ying has been incorporated into the deliberations.
7. The Activities Results under Outputs 3 and 4 were merged to ensure that the assignment is completed within timeline. The outputs will remain distinct; however they will be undertaken simultaneously.
8. Due to challenges experienced with the receipt of deliverables of satisfactory quality from the Policy Development Consultant, an additional administrative step was proposed to review the finalized policy document which falls under Output 1. Provision for this has been taken into

account in the revised AWP mentioned above, a Multi-agency Working Group (MWG) will be constituted and the requisite resources allocated. In addition, a no-cost extension has been requested until June 2013.

II. RESOURCES AND EXPENDITURE/FINANCIAL SUMMARY

RESOURCE AND EXPENDITURE REPORT - 2012						
Donor	Responsible Party	Total Budget (US\$)	Programmable Budget (US\$)	Total Advances to IP (US\$)	Total IP Expenditure US\$	Remaining Funds (US\$) Prog. Budget minus Total Expenditure
Swiss Agency for Development and Cooperation (SDC)	PIOJ	108,172.92	101,915	65,090.02	45,357.73	56,557.27
Subtotals:						
TOTALS:		108,172.92	101,915	65,090.02	45,357.73	56,557.27

III. ACTIVITIES AND ACHIEVED RESULTS

Expected Outcomes & Indicators (including annual targets)	Planned Activities	Planned Budget	Expenditure (US\$)	Achieved Results	Progress Towards Achieving Outcomes
<p>Output 1: Development of National Policy and Plan of Action</p> <p><u>Baseline:</u> No National Policy on International Migration</p> <p><u>Indicators:</u></p> <ul style="list-style-type: none"> - Frequency of meetings of Project Board - Production of policy - Production of Plan of Action <p><u>Targets:</u></p> <ul style="list-style-type: none"> - Project Associate recruited and supporting Project Manager - Project Board meets quarterly - National policy in international migration produced - Plan of action produced - Policy integrated in national development plan 	<p><u>Activity Result 1:</u> Effective work planning and production of reports:</p> <p>Action 1.1: Quarterly meetings of Project Board</p> <p>Action 1.2: Contract Project Manager</p> <p>Action 1.3: Contract Project Associate</p> <p>Action 1.4: Procuring office supplies</p> <p>Action 1.5: Quarterly meetings of NWWGIMD</p>	<p>Service Contract Individual (Project Associate 1) 9,828.82</p> <p>Service Contract Individual (Project Associate 2) 3,171.18</p> <p>Service Contract Individual (Project Manager) 8,000</p> <p>Communications 2,400</p> <p>IT Equipment 4,000</p> <p>Audio-visual & Print Production Cost 5,500</p> <p>Training/Workshop/Conference 8,500</p> <p>Travel 1,700</p>	<p>9,828.82</p> <p>3,171.18</p> <p>8,000</p> <p>2,266.94</p> <p>3,821</p> <p>5,148.56</p> <p>8,443.37</p> <p>1,633.55</p>	<ul style="list-style-type: none"> • Three quarterly Project Board meeting held during the year. • Project Manager contracted. • Project Associate contracted. • Interns recruited to provide support to the MPPU. Two contracted as Project Associate and Research Assistant respectively. • Project Associate and Research Assistant contracted • Approximately 70 persons participated in meetings geared toward capturing the input and views of the specialized groups. • Mr Kevin Morrison was recruited and contracted as the Policy Development Consultant. • Eight thematic areas identified as priority areas under the National Policy and Plan of Action and a sub-committee established to elaborate each area. Eight sub-policies produced. Several strategic workshops held to review the sub-theme reports. In addition, each 	<ul style="list-style-type: none"> - Target 100% achieved - Project Team contracted - Target 100% achieved - 3 Project Board meetings held during the year as well as virtual interactions to review or grant approval project activities. - Migration in Jamaica: A Country Profile 2010 launched on September 4, 2012 - Target 90% achieved: A draft National Policy and Plan of Action has been produced and is linked with Vision 2030 Jamaica – National Development Plan, and Migration and Development is included in the Medium Term Socioeconomic Framework and UNDAF. - A multi-agency working group will be established to review and finalize the National Policy and Plan of Action. This will take place in January 2013. After this process is completed, the Cabinet Submission will be prepared; this is scheduled to take place in February 2013. - Progress has been made towards expanding the sub-area on the sub-area on Diaspora and Development to develop a Diaspora Policy. This has increased in the scope of the project as harnessing the potential of the Diaspora was one of the priorities of the Government of Jamaica (GOJ). It also fits into the concept of Mainstreaming Migration into National Development Strategies. This development will be included in 2013AWP A ToR has been drafted; however this initiative will be led by the MFAFT with support from the PIOJ/ MPU.

Expected Outputs & Indicators (including annual targets)	Planned Activities	Planned Budget	Expenditure (US\$)	Achieved Results	Progress Towards Achieving Outputs
<p>Output 2: Development of International Migration Sub Policies</p> <p><u>Baseline:</u> Absence of thematic policies relating to international migration</p> <p><u>Indicators:</u></p> <ul style="list-style-type: none"> - # of thematic sub-committees of NWGIMD established - # of Technical reports produced by sub-committees of NWGIMD - # of sub-policies produced by NWGIMD <p><u>Targets:</u></p> <ul style="list-style-type: none"> - 8 sub-committees of NWGIMD established - 8 technical reports produced by sub- 	<p><u>Activity Result 1:</u></p> <p>Development of sub-theme reports for use by NWGIMD</p> <p>Action 1.1: International experts to attend sub-committee workshops and provide technical expertise</p> <p>Action 1.2: Technical reports from sub-committees provided to NWGIMD</p> <p>Action 1.3: Technical reports from sub-committees reviewed by NWGIMD</p>	<p>Travel 6,000</p>	<p>2,687.71</p>	<p>sub-committee met a minimum of four times throughout the year to identify policy issues, policy goals and objectives of the National Policy and Plan of Action.</p> <ul style="list-style-type: none"> • 470 persons sensitised to the National Policy and Plan of Action through consultations with specialized groups as well as with key partners and the general public. These meetings were videotaped and also publicised in the local print and electronic media. 	<p>- Target 100% achieved: Eight sub-committees were established to deliberate each thematic area. Eight technical reports produced and reviewed.</p> <p>- Target 100% achieved. International Experts provided technical expertise and attended sub-committee meetings.</p> <p>- Target 90 % achieved. Feedback from the NWGIMD was below the expected level especially in the fourth quarter; however the sub-policies were shared with the NWGIMD for review virtually. In addition, meetings of the NWGIMD on May 17, 2012 and August 9, 2012 were focussed on reviewing the outputs to report on the progress of the sub-committees.</p>

Expected Outputs & Indicators (including annual targets)	Planned Activities	Planned Budget	Expenditure (US\$)	Achieved Results	Progress Towards Achieving Outputs
<p>of committees NWGIMD</p> <p>8 sub-policies produced by NWGIMD</p>					
<p>Output 3: Development of Implementation Plan</p> <p><i>Baseline: No plan to support Ministries, Departments and Agencies(MDA's) implementation of national policy on international migration</i></p> <p>Indicators:</p> <ul style="list-style-type: none"> - Consultancy for the development of implementation plan - Consultation with MDAs on implementation plan - Production of implementation plan - Development of M & E plan - Measurement of indicators under national M&E mechanism <p>Targets:</p> <ul style="list-style-type: none"> - Consultancy conducted to develop implementation plan - All targeted MDAs consulted on draft implementation plan - Implementation plan produced - M & E plan developed - Measurement of migration policy indicators through Jamstats 	<p>Activity Result 1 Consultant to develop an Implementation Plan</p> <p>Action 1.1 Recruit and Contract Consultant</p> <p>Activity Result 2: Measurement of IM policy indicators through national mechanism</p> <p>Action 2.1 Recruit and Contract Consultant</p>	<p>Audio-visual & Print Production Cost 300</p>	<p>591.61</p>	<p>Output 0% achieved.</p> <p>The Consultancy to develop the Implementation Plan is scheduled to take place in 2013. Based on the delay in other deliverables (the Policy), the assignment cannot be completed by the project end date of March 31, 2013 and a no-cost extension to June 2013 is being sought to facilitate the completion of the assignment as well as project wrapping up activities. An Annual Work Plan (AWP) for 2013 has been prepared and circulated to the Project Board for approval. In the interim, ten firms have been invited to submit tenders in accordance with GOJ procurement guidelines.</p>	
<p>Output 4: Capacity of MDAs to implement national policy on</p>	<p>Activity Result 1: Capacity Development Strategy to implement migration policy</p>	<p>Audio-visual & Print Production</p>	<p>268.13</p>	<p>Output 0% achieved.</p> <p>The Consultancy to develop the Implementation</p>	

Expected Outputs & Indicators (including annual targets)	Planned Activities	Planned Budget	Expenditure (US\$)	Achieved Results	Progress Towards Achieving Outputs
<p><u>international migration developed</u></p> <p><i>Baseline: Ministries, Departments and Agencies(MDA'S) have limited capacity to implement migration policy coherently</i></p> <p><i>Indicators:</i></p> <ul style="list-style-type: none"> - # of selected Ministries, Departments and Agencies (MDAs) whose capacity to implement IM policy have been assessed <p><i>Targets:</i></p> <ul style="list-style-type: none"> - Capacity assessment of MDA's to identify the gaps in implementation of Action Plan 	<p>Action 1. Recruit and Contract Consultant</p>	<p>Cost 200</p>			<p>Plan is scheduled to take place in 2013. Based on the delay, the assignment cannot be completed by the project end date of March 31, 2013 and a no-cost extension to June 2013 is being sought to facilitate the completion of the assignment as well as project wrapping up activities. An Alternate Annual Work Plan (AAWP) for 2013 has been prepared circulated to the Project Board for approval.</p> <p>In the interim, ten firms have been invited to submit tenders in accordance with GOJ procurement guidelines.</p>

IV. IMPLEMENTATION CONSTRAINTS/CHALLENGES, RISKS, LESSONS LEARNT & RECOMMENDATIONS.

Implementation Constraints	Significance	Response/Action
<p>The MPU's request for disbursement of funds for the 2nd quarter advance was delayed due to the fact that expenditure relating to the acquisition communication devices did not satisfy UNDP's regulations of being explicitly outlined in previous workplans and therefore, approved by the Project Board. This further triggered a delay in both the reimbursement of funds to the PIOJ and also the advance of Project funds for Quarters 2 and 3 which led to delays with the disbursement. One major impact was the delay in payment of salary for the Project Associate.</p>	<p>Medium</p>	<ol style="list-style-type: none"> 1. Expressed approval was received from the Project Board for the procurement of the communication devices at the meeting of the Project Board held on October 12, 2012. 2. Where possible, funds were used from PIOJ resources to cover project activities pending reimbursement once disbursement of project funds.

<p>The volume of work since the establishment of the sub-committees was more than envisioned by the MPU and therefore strategies and additional support for the MPU were identified to address this.</p>	<p>Medium</p>	<ol style="list-style-type: none"> 1. Weekly meetings of the MPU team were held to identify and mitigate against risks as best as possible. 2. Work schedules of all meetings were prepared which enabled planning for coordination and logistical arrangements in advance. 3. Four Interns who were graduates of the UWI were recruited to provide administrative support to the sub-committees and the MPU. Two have now been added as staff of the MPU as Project Associate and Research Assistant.
<p>Members of the NWGIMD and the sub-committees took longer than anticipated to make the migration-development link as this was a new and complex area.</p>	<p>Medium</p>	<ol style="list-style-type: none"> 1. An Interactive Dialogue session was incorporated in the meetings of the NWGIMD to help members understand the symbiotic relationship between migration and development. 2. This challenge was anticipated by the MPU and the recruitment of local and international experts proposed to address the problem. International Experts were provided with a work programme and given advanced notice of how they would be utilized. 3. Meeting of sub-committees were organized around the work schedule of Experts so that they could participate. 4. International Experts participated in meetings virtually, provided feedback on the deliverables of the Policy Development Consultant and attended the islandwide consultations held in September. Local Experts attended sub-committee meetings and made presentations on specific topics identified in collaboration with the Chairs and Co-Chairs.
<p>There were challenges with the Policy Development Consultant, Mr Kevin Morrison, as there were several instances where issues highlighted by the sub-committees were not clearly articulated and reflected. This resulted in delays and extensive reviews of the deliverables which served to extend the timelines agreed.</p>	<p>High</p>	<ol style="list-style-type: none"> 1. To address the delays experienced by Mr. Morrison in submitting deliverables; it was therefore agreed that the timelines for the Goals and Objectives be shifted from the original due date of July 18 to August 3. 2. In addition, meetings were held and additional resource documents shared with Mr. Morrison to provide feedback on the deliverables submitted including an Ad Hoc meeting of the NWGIMD held on August 9 to review and approve the Policy Principles and the Goal and Objective Statements. 3. The PIOJ also engaged in a two day strategic session to review the Goal and Objective Statements after which feedback was sent to Mr. Morrison. 4. Local and International Experts were engaged during the year to provide technical support to the sub-committees. These experts participated in

<p>The recruitment of the consultants for Activity Results under Outputs 3 and 4 was originally scheduled to commence in Quarter 3 was delayed and the procurement process to recruit a team of consultants to undertaken in Quarter 4. Based on this delay, the assignment cannot be completed within the project end date of March 31, 2013.</p>	<p>High</p>	<p>meetings virtually and in person and were invited to the islandwide consultations as resource personnel for specific thematic areas during the interactive sessions. A total of six technical experts attended consultations held September 25 – 28, 2012. They made presentations, engaged in the group discussions and provided input to the Consultant on the National Policy and Plan of Action.</p> <ol style="list-style-type: none"> 5. Strategic workshops were held with the sub-committee Chairs and Co-Chairs to review the sub-sections of each thematic area submitted by Mr. Morrison. 6. A multi-agency working group will be established to review the Final Draft of the National Policy and Plan of Action. A ToR has been finalized and invitations have been sent to prospective members. <ol style="list-style-type: none"> 1. To offset the initial delay, the MPU recommended and received approval from the Project Board to merge the assignments and a team of consultants be recruited for the consultancies. 2. Advertisements were placed in both print and electronic media for suitably qualified consultant teams to submit proposals to undertake the assignment. However, this process did not identify a suitable team. 3. A no-cost extension to June 2013 has been sought to facilitate the completion of the assignment as well as project wrapping up activities and the project evaluation. An Alternate Annual Work Plan (AAWP) for 2013 has been prepared circulated to the Project Board for approval.
Risks		
<p>Uncertainties in the adequacy of timelines for completion of project activities that may affect other activities or the overall timeline for completion of the project.</p>	<p>Critical</p>	<p>The MPU continued to strategize and track progress against deliverables to ensure that timeline are met. Care will be taken in planning and scheduling activities to ensure swift response to any unforeseen delays.</p>
<p>UNDP HQ does not grant the no-cost extension to June 2013 to facilitate the completion of project activities as well as project evaluation and wrap up activities.</p>	<p>Critical</p>	<ol style="list-style-type: none"> 1. The MPU has carefully tracked activities against the current timeline to allow the MPU to respond to any opportunities consolidate on gains as well as any changes immediately while minimizing the impact on related timelines. 2. In the interim PJOJ and local partners will maintain close communication to discuss and realistically assess the situation.

<p>No suitable candidate is identified to undertake the assignment to develop the Implementation Plan, the Monitoring and Evaluation Framework and the Capacity Development Strategy.</p>	<p>Critical</p>	<p>The tender process has been re-opened pending the approval of the no-cost extension.</p>
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V. PARTNERSHIPS AND SUSTAINABILITY

Partnerships		Impact on/Contribution to Project Activities
<p>International Labour Organization (ILO)</p>		<p>The MPU has had an initial meeting with representatives of the ILO to share the EMP, discuss the National Policy and Plan of Action from an ILO perspective and to explore avenues for collaboration.</p>
<p>Ministry of Foreign Affairs and Foreign Trade</p>		<p>The Ministry of Foreign Affairs and Foreign Trade (MFAFT) has proposed an expansion of the areas to be addressed under the Diaspora and Development sub-theme, in line with its strengthened focus on the Diaspora. This thrust required forging strategic partnerships at various levels. It also required partnerships with countries of destination; diaspora associations; private sector; multilateral institutions and other inter-governmental bodies which fit into the approach of mainstreaming. Therefore a Diaspora Policy would be formulated in addition to the Policy on International Migration and Development. The sub-committee elaborating the Diaspora and Development sub-area has been led by the MFAFT. Funds were reallocated to</p>

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	<p>support the Diaspora Policy under the UNDP project funds which is also reflected in the AWP for 2013. This AWP is pending approval from the Project Board.</p>
Relationship to other projects	<p>Partnerships have been forged with key MDAs to incorporate the National Policy and Plan of Action and link activities to other activities, policies and programmes being developed such as the Task Force on Trafficking in Persons and the Fifth Biennial Diaspora Preparatory Committee.</p>
GFMD and GMG	<p>The PIOJ as the Focal Point for migration issues in Jamaica participated in high level seminars, meetings and the 5th Summit of the GFMD as one of the pilot countries in the project to <i>Mainstream Migration Into National Development Strategies</i>. In addition, an article on the approach toward mainstreaming migration into national development planning was submitted to the Migration Policy Practice Journal, IOM.</p>
Diplomatic Corps	<p>The MPU has sought to include best practices of other countries through a meeting with the Diplomatic Corps. In this meeting best practices were shared on migration policies, approaches towards engaging the Diaspora and lessons learnt in the process.</p>
SUSTAINABILITY	
<p>The National Working Group on International Migration and Development (NWGIMD) remains as an inter-agency group with responsibility for ensuring the formulation and implementation of an international migration and development Policy and Plan of Action for Jamaica. The NWGIMD is comprised of technical experts and policy analysts from Ministries, Agencies and Departments; Academia; Private Sector; Non-Governmental organizations; and international development partners who have a stake in migration and development issues. The responsibilities of the NWGIMD are to: (i) Provide oversight for the process of development of a National Policy and Plan of Action on International Migration and Development and (ii) operate as a Standing Committee for the coordination and implementation of the national policy and facilitation of institutional coherence on migration and development issues in Jamaica.</p>	

Annex I: Annual Work Plan 2013

Expected Outputs (including indicators and annual targets)	Planned Activities	Timeframe				Responsible Party	Planned Budgets		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
<p>Output 1: Development of National Policy and Plan of Action (Green Paper)</p> <p><i>Baseline:</i> No National Policy on International Migration</p> <p><i>Indicators:</i></p> <ul style="list-style-type: none"> - Availability of Support for project administration - Frequency of meetings of Project Board - Production of Policy - Production of Plan of Action <p><i>Targets:</i></p> <ul style="list-style-type: none"> - Project Associate recruited and supporting project manager - Project Board meets quarterly - National policy in international migration produced - Plan of action produced <p>Policy integrated in national development plan</p>									
<p>Main Activity Description: Activity Result 1: Effective work planning and production of reports</p>									
	Action 1.1: Quarterly meetings of project board	X	X			MPU	UNDP	71405 Service contract individual (Project Associate)	7,700
	Action 1.2: Recruit and contract Project Manager		X					Service contract individual (Project Manager)	18,690
	Action 1.3 Recruit and contract Project Associate		X					72400 Communications	1160
	Action 1.4 Project Closure		X					71300 Consultant	13,000
							GOJ	71405 Service contract individual (Project Associate)	1,540
								Service contract individual (Project Manager)	3,738
								Service Contract individual (Research Assistant)	8,763.46

Expected Outputs (including indicators and annual targets)	Planned Activities	Timeframe				Responsible Party	Planned Budgets		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
		Main Activity Description: Activity Result 2: Development of the National Policy (Green Paper)¹							
	Action 2.1 Drafting committee to review Draft Policy	X				MPU	UNDP	75700 Training/ workshops/ conferences	2,000
	Action 2.2 Development of a Communications Plan	X							
	Action 2.3 Submission to Cabinet	X	X						
	Action 2.4 Public Launch of Draft National Policy (Green Paper)		X						
Main Activity Description: Activity Result 3: Development of Draft Diaspora Policy									
	Action 3.1 Conduct Consultancy	X	X			MPU	UNDP	71300 Consultant	10,000
	Action 3.2 Diaspora Consultations	X						75700 Training/ workshops/ conferences	3,000
	Action 3.3 Draft Diaspora Policy reviewed by NWGIMD	X	X						
Main Activity Description: Activity Result 1: Consultant to develop an Implementation Plan									
Output 3: Development of Implementation Plan <i>Baseline: No plan to support Ministries, Departments and Agencies(MDA's) implementation of national policy on international migration</i>	Action 1.1 Draft implementation plan	X				MPU	UNDP	71300 Consultant	15,000

¹ Cabinet may take a decision to approve the draft National Policy for public consultation or recommend changes which must be resubmitted for final approval of the document.

Expected Outputs (including indicators and annual targets)	Planned Activities	Timeframe				Responsible Party	Planned Budgets		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
Indicators: - Consultancy for the development of implementation plan - Consultation with MDAs on implementation plan - Production of implementation plan - Development of M & E plan - Measurement of indicators under national M&E mechanism Targets: - Consultancy conducted to develop implementation plan - All targeted MDAs consulted on draft implementation plan - Implementation plan produced - M & E plan developed - Measurement of migration policy indicators through Jamstats	Action 1.2 Consult with stakeholder MDAs	X							
	Action 1.3 Submit implementation plan for approval by NWWGIMD	X	X						
	Main Activity Description: Activity Result 2: Measurement of IM policy indicators through national mechanism								
	Action 2.1 Development of Monitoring and Evaluation Instrument	X				MPU	UNDP	71300 Consultant	5000
	Action 2.2 Integration of M & E instrument into Jamstats		X						
Output 4: Capacity of MDAs to implement national policy on international migration developed									
Baseline: Ministries, Departments and Agencies (MDA'S) have limited capacity to implement migration policy coherently Indicators: - # of selected Ministries, Departments and Agencies (MDAs) whose capacity to implement IM policy have been assessed - # of selected Ministries, Departments and Agencies (MDAs) whose capacity	Action 1.1. Capacity Assessment of MDAs to identify the needs and gaps in implementation of Action Plan	X				MPU	UNDP	71300 Consultant	15,000
	Action 1.2: Formulation of Capacity development strategies	X							

Expected Outputs (including indicators and annual targets)	Planned Activities	Timeframe				Responsible Party	Planned Budgets		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
<ul style="list-style-type: none"> - to implement IM policy have been assessed - Consultation held with MDAs on Capacity Development Strategy - Reporting and Communication mechanism among MDAs reviewed - Production of Capacity Development Strategy and schedule for implementation <p><i>Targets:</i></p> <ul style="list-style-type: none"> - Consultancy conducted to develop Capacity Development Strategy - Capacity assessment diagnosis of MDAs reviewed by targeted MDAs - Capacity Development Strategy developed - Related CP outcome: Capacity Development Support structures and methods formulated for migration policy aligned to Vision 2030 	Action 1.3: implementation of early components of capacity development strategy	X							
TOTAL									104,591.46



Annex II: Assets Inventory

Project Title: Mainstreaming Migration into National Development Strategies

Award Number: 00062148

Project Number: 00079489

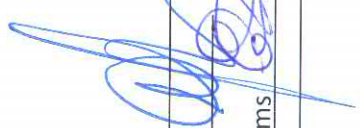

Date of Report: January 2013

Asset Profile 1 - Vehicles											
S/N	Country Code	Business Unit	Item Description	Make & Model	Quantity	Location	Tag Number	Date acquired	Value	Custodian	Remarks
1	JAM10	B0512	Vehicle								
2			Vehicle								
3			Vehicle								
4			Vehicle								
Asset Profile 2 - Furniture											
5			Furniture or Fixture								
6			Furniture or Fixture								
7			Furniture or Fixture								
8			Furniture or Fixture								
Asset Profile 3 - Electrical											
11			Projector	Epson Powerlite 1775W, LCD 3000 ANSI	1	PIOJ ²	NMWF23024 OL	May 17, 2012	J\$192,20 3.96	ISU	
12			Laptop	Lenovo Thinkpad T420, C152520/2.5 GHz, 4GB, 500GB, 14"	1	PIOJ	PB-VGG35 12/03	May 17, 2012	J\$117,88 5.66	ISU	
13											

² Planning Institute of Jamaica, 16 Oxford Road, Kingston 5

14																									
15																									
16																									
17																									
18																									
19																									
20																									
Asset Profile 4 - Heavy Machinery																									
13																								ISU	
14																								ISU	
15																								ISU	
16																								ISU	
Asset Profile 5 - Non Capitalized Items																									
17																								J\$22,781.31	ISU
18																								J\$21,995.00	Chadine Allen
19																								J\$21,995.00	Toni-Shae Freckleton
20																								J\$21,995.00	Monique McLean

Project Management: Prepared by: Chadine Allen Date: January 28, 2013
Approved by: Easton Williams Date: 29/1/13


Received 30/01/2013


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