

ANNUAL WORK PLAN 2013

Project Title **Enhancing Civil Society Participation in Local Governance for Community Safety**

UNDAF 2007-11 Outcome 5: By 2011, increased capacity of government and targeted communities to attain a more peaceful, secure and just society

Expected CPAP 2007-11 Outcome(s): i) Improved governance and enhanced sectoral and inter-sectoral response to social injustice, instability and insecurity; iii) A sustained reduction of violence and social injustice in targeted communities.

Expected CPAP 2007-11 Output(s): 5.1.3 Improved capacity of government in programming, planning, implementation and monitoring and evaluation; 5.3.5 Strengthened capacity of community stakeholders to support community policing and protection

Implementing Partner: Ministry of Local Government and Community Development
Crime Prevention and Community Safety Unit (Ministry of National Security), Planning Institute of Jamaica, National Association of Parish Development Committees, Social Development Commission

Responsible Parties:

Brief Description

Crime and violence, within homes, schools and communities are among the most pressing social issues currently facing Jamaica. Difficulties in achieving and sustaining good governance at the community level, and articulating local needs with national institutional responses have hampered efforts to achieve desired levels of community safety in Jamaica. This project takes a citizen security approach to developing sustainable long-term strategies that focus on improved partnerships between civil society, local authorities, and central state agencies to prevent and mitigate the effects of crime and violence level.

OBJECTIVE 1: Strengthened civil society participation in local governance

OBJECTIVE 2: Establishment of coordinated local civil society and state responses to crime and violence

OUTPUTS:

1. Development of local authorities' and civil society organizations' capacity to promote and secure participatory local governance
2. Development of local authority level mechanism/s under the Community Renewal Programme and the Crime Prevention & Community Safety Strategy

Programme Period:	2007-2011
Key Result Area (Strategic Plan):	2.1/2.2
Atlas Award ID:	00061406
Start date:	1 April 2011
End Date:	31 December 2012
PAC Meeting Date:	21 February 2011
Management Arrangements:	NIM

2013 AWP budget:	80,500
Total resources required:	255,000
Total allocated resources:	255,000
• Regular:	5,000
• Other:	
○ Donor:	250,000
○ Government:	_____
Unfunded budget:	_____
In-kind Contributions:	_____

Title

Signature

Date

Ministry of Local Government and Community Development

Director, Local Government Admin (LGNP Project Manager)

United Nations Development Programme

[Signature]
04/03/13

20/02/13

etc

Enhancing Civil Society Participation in Local Governance for Community Safety

ANNUAL WORK PLAN: JANUARY TO JUNE 2013

EXPECTED OUTPUTS <i>And baseline, associated indicators and annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME		RESPONSIBLE PARTY	PLANNED BUDGET		
		1 st Quarter	2 nd Quarter		Funding Source	Budget Description Amount \$	
<p>Output 1: Development of local authorities' capacity to promote and secure participatory local governance</p> <p>Baseline: Local governments are not fulfilling their potential pivotal role in community safety, establishing local priorities through engagement of civil society, fostering multi-sectoral partnerships, defining action plans and coordinating the delivery and evaluation of interventions. The coordination capacity of local authorities remains limited, and governance structures are weak. Civil society needs support in raising public awareness about safety and the relevance to local governance.</p> <p>Indicators: - Frequency of meetings held by Project Stakeholder Committee - # of parish/ municipal councils assessed # of parish councils implementing capacity</p>	<p>1. Activity Result: Monitoring and work planning of project activities</p> <p>Action 1.1 – Project Stakeholder Committee Meetings held quarterly</p> <p>Action 1.2 – Approximately 30 field/site visits</p> <p>Action 1.3 – Submission of quarterly and final project reports to Project Board</p> <p>Action 1.4 – Action Project Evaluation conducted</p>	X	X	PIOJ	DGTTF	Service Contract - Individual	30,000.00
	X	X	MLG				
			X			Travel	2,000.00
			X			Local Consultants	15,000.00
						Local consultants	1,000.00
					Training, conferences, workshops	1,000.00	

Enhancing Civil Society Participation in Local Governance for Community Safety

<p>building plan</p>	<p># of parishes/municipalities in which public messages about establishment of PSC are disseminated</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>Audio print production cost</p>	<p>1,500.00</p>
<p>Action 5.3 Deliver/publish communication messages</p>						
<p>- # of parish councils and PDCs trained in local government administration as well as in monitoring and evaluation of local development initiatives</p>						
<p>- % of PSCs members enrolled in urban violence on-line course</p>						
<p>- % of PSC members enrolled in Safety Audit training at UTECH</p>						
<p>Targets:</p>						
<p>- Project Stakeholder Committee meets quarterly</p>						
<p>- Capacity assessment conducted of targeted parish councils</p>						
<p>- Support delivered to build capacity of parish councils and civil society to consult and collaborate in all selected local authorities</p>						
<p>- Public messages about establishment of PSCs disseminated in all targeted local authorities</p>						
<p>- 75% of local authorities and PDCs trained in monitoring and evaluation of local development initiatives</p>						
<p>- 75% of Parish Safety Committee members enrolled in urban violence on-line course</p>						
<p>- 75% of Parish Safety Committee members enrolled in Safety Audit</p>						
<p>Action 5.4 – Continue consultations and coordination with members of the PSSCCs</p>						
<p>Action 5.5 – Provide support to seven (7) parishes and eight (8) Local Authorities in the research and preparation of communication messages</p>						

Enhancing Civil Society Participation in Local Governance for Community Safety

<p>Safety Committees</p> <ul style="list-style-type: none"> - % average attendance at PSCs meetings - Level of alignment of the parish safety plan with Vision 2030 - # of Parish Safety Committee members trained in the use of the parish safety plan template 	<p>Action 5.6: Develop and finalise plan for sustainable support to PSSCs.</p>	<p>X</p>	<p>X</p>	<p>PIOJ MLG MNS</p>	<p>DGTTF</p>	<p>Training, workshop, conferences</p>	<p>500.00</p>
<p>- # of PSCs assessed</p> <p>Targets:</p> <ul style="list-style-type: none"> - Parish Safety Committees in all targeted parishes fully constituted and operational - 75% average attendance at PSC meetings - 75% of Parish Safety Committee members trained in the use of the parish safety plan template 	<p>Action 5.7: Plan and host Local Government Safety and Security Conference</p>	<p>X</p>	<p>X</p>	<p>MLG MNS SDC PIOJ</p>	<p>DGTTF</p>	<p>Training, workshop, conferences Audio visual and print production cost</p>	<p>5,000.00 1,000.00</p>
<p>- 100% of Parish Safety Committees implementing the parish safety plan template</p> <ul style="list-style-type: none"> - Capacity assessment conducted of PSSCs 	<p>6. Activity Result: Orient Parish Safety Committee members and Parish Safety Committee Coordinators in use of parish safety handbook and toolkit</p> <p>Action 6.1: Implementation of training workshops.</p>	<p>X</p>		<p>MNS MLG</p>	<p>DGTTF</p>	<p>Local Consultants Travel Local Consultants Travel</p>	<p>1,500.00 1,000.00 1,000.00 1,000.00</p>
						<p>Training, Workshops & Conferences</p>	<p>1,000.00</p>

Enhancing Civil Society Participation in Local Governance for Community Safety

	<p>7. Activity Result Capacity Assessment of PSSCs</p>	<p>X</p>	<p>X</p>		<p>DGTTF</p>	<p>Local Consultants</p>	<p>2,500.00</p>
	<p>Action 7.1 – Assessment conducted</p>	<p>X</p>	<p>X</p>			<p>Travel</p>	<p>1,000.00</p>
	<p>Action 7.2 – Production of report</p>	<p>X</p>	<p>X</p>			<p>Training, Workshops & Conferences</p>	<p>1,500.00</p>
							<p>80,500.00</p>

