



QUARTERLY PROGRESS REPORT

Country:	JAMAICA		
Reporting period:	October - December 2010		
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:	Hawthorne Watson <i>Handwritten signature</i>		
Date:	December 10, 2010		
Current year Approved Budget:	US\$215,108.42		
Current quarter advance:	US\$145,970.71	Current qtr exp:	US\$50,130.41
Annual expenditure to date:	US\$92,372.39	Current Year Delivery	42.94%

I. QUARTERLY SUMMARY OF ACTIVITIES

Baseline study – Proposal received from the MoA&F resulted in the signing of the Heads of Agreement and contract award. Submission of baseline study is expected within 12 weeks of contract award on 10th December 2010. The value of the contract is J\$782,250. Results of the baseline survey will be used to develop project assessment indicators and target setting.

Business plans – Draft copies of twenty-eight (28) business plans were submitted to the RUYE Project office by the consultant. Drafts were reviewed and final hard and soft copies requested. Plans will assist groups to implement and manage their selected business enterprise.

Training & Development –113 youth were trained in agro-processing during the reporting period, Table 1, Annex 1. Theoretical and practical training in the selected specializations were offered to each group.

Publicity – The Project Manager and three project participants were interviewed by the Jamaica Information Service (JIS). An article emanating from the interview was posted on the JIS website and the information gathered is receiving good rotation on Nation-wide 90.7FM.

Implementation of Apiculture Projects –114 youth have been trained in beekeeping and honey production, Annex 2. RFP's to supply 500 bee boxes and 500 colonies were advertised but later withdrawn. The selective tendering route for implementation of this activity will now be applied using the newly formulated specifications.

Formal Registration of Groups –Contact has been made with the Department of Cooperatives & Friendly Societies as a pre-cursor to deciding on the legal structure for the groups participating in the programme activities.

RUYE Office Relocation – A decision taken to move the main operations of the RUIYE Project office to Mandeville has been put into effect. As of 13th December 2010 the office has been occupied by the RUYE Project team. Proximity to three of the four project parishes was a significant determining factor.

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II. RESOURCES AND EXPENDITURE

RESOURCE & EXPENDITURE REPORT BY DONOR - 2010							
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	10,000.00	10,000.00	-	-	-	10,000.00
USAID	SRC	205,108.42	191,900.00	42,241.98	50,130.41	92,372.39	99,527.61
Subtotals:		215,108.42	201,900.00	42,241.98	50,130.41	92,372.39	109,527.61
Totals:		215,108.42	201,900.00	42,241.98	50,130.41	92,372.39	109,527.61

PROJECT EXPENDITURE FOR REPORTING PERIOD					
Activity	Requested JA\$	Received JA\$	Date Received	Disbursed by IP	Balance JA\$
Project Management**	2,041,586.14	2,041,586.14	2010/10/13		(198,493.71)
Salary of Project Team				1,922,453.01	
Office Equipment and Supplies				317,626.84	
Training & Business Development***	3,021,895.00	3,021,895.00	2010/10/13	1,702,240.00	1,319,655.00
Baseline Study	990,000.00	990,000.00	2010/10/13	156,450.00	833,550.00
Facility Furnished/Equipped	6,500,000.00	6,500,000.00	2010/10/13	212,445.00	6,287,555.00
Subtotal	12,553,481.14	12,553,481.14		4,311,214.85	8,242,266.29
Over-expended amount on Q2 Advance****					(2,782.53)
Total	12,553,481.14	12,553,481.14		4,311,214.85	8,239,483.76
Cash in hand @ end of reporting period					8,239,483.76
Commitments @ end of reporting period					1,460,500.00

*The United Nations Operational Rate of Exchange (UNORE) for October of J\$86.00 to US\$1.00 was used at the time of processing the request for advance. The UNORE in effect at time of processing liquidation of expenses is used for converting expenditure made in Jamaican dollars.

** Project Management expenditure exceeded Quarter 2 advanced amount (\$1,787,176) allocated for related activities, as such \$427,857.65 of sum (\$990,000) allocated for Baseline Study was used to cover project management expenses. The replenishment of this amount is included in the requested project management figure of \$2,041,586.14.

*** Advance request for period April - June 2010 did not include an amount for Training and Business Development activities. Such activities got off the ground and \$652,638 of sum (\$852,852) allocated for Public Awareness and Community Engagement were used for Training and Business Development activities - the balance of \$200,214.00 was used to cover advertisement costs. An additional amount of \$340,027.00 for Training and Business Development activities came out of the allocation for the Baseline Study which did not get underway as planned. The replenishment of these amounts are included in the requested project management figure of \$4,011,877.00 (\$3,021,895 – Training & Business Development; \$990,000 – Baseline Study).

**** Adjustment for over-expenditure of Q2 advance by \$2,782.53

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:</p> <ul style="list-style-type: none"> • # of youth completing training (at least 50% boys) per parish capacitated in income generating skills • # of processing facilities processing • baseline study • # of evaluations completed • # of business plans developed annually • % of unemployed youth confident about employment opportunities (measurement based on sample survey in baseline survey) 	<p>Training and Capacity Building of unemployed youths in selected communities in the 4 parishes in the project area as preparation to commence engagement in specific business interest</p>	<p>Training in Human relations, Business Development and selected agricultural and agro-processing enterprise training - to build technical, income generating skills:</p> <ul style="list-style-type: none"> • 138 males received training in human relations and business development – 2 received training in human relations only; • 106 females received training in human relations and business development • All 244 participant indicated above in addition to 230 others received technical training in the following areas/agricultural income generating activities: <ul style="list-style-type: none"> - Apiculture (114) - Cash crop production (16) - Greenhouse / Horticulture (13) - Poultry production (115) - Goat rearing (94) - Plant Nursery (9) - Agro-processing (113) 	<ul style="list-style-type: none"> • Attached youth trained in 1st phase of the project (474) exceeds the work plan projections of 75 youth per parish (300) • Total males trained (56%) Partnerships being fostered that have impacted positively on project implementation toward achieving outputs and reaching targets: • RUYE collaborating with SDC and 4H Clubs to identify potential facilities to equip for agro processing • MoAF Apiculture Unit delivered 3 sessions of Beekeeping training in Grant's Mountain, St. Ann; Wilson's Run, Trelawny and Llandewey, St. Thomas; Extension Officers from RADA St Thomas trained the Old Pera Group in that Parish • RADA Officers from the Manchester, Trelawny, St. Thomas and St. Ann completed training in cash crops, greenhouse vegetable production, goat & rabbit rearing. • A Landscaping specialist from the Private sector delivered the horticulture training • Another private sector organization undertook the poultry training across the parishes • Study to be completed in March 2011 – to be used to define project baseline refine indicators and inform targeting of additional youth participants. <p>Plans will guide the implementation of groups' project activities (see Annex 3: Status of Youth Groups) E.g. The Golden Grove Youth Agricultural Society: Products – sorrel cordial/bag juice & papaya blends; 5 members have been</p>
	<p>Baseline Study</p>	<ul style="list-style-type: none"> • Study to assess youth employment baseline data situation in select communities in 4 target parishes; SRC contracted the MoA&F over 12 weeks period starting 10th December 2010 	
	<p>Public Awareness and community engagement in target parishes</p>	<ul style="list-style-type: none"> • MOU template being developed to legally define the engage terms of partnering stakeholders in the RUYE project implementation process – MOU draft with comments from Caribbean Broilers being finalized • Interview conducted by Jamaica Information Service with Project Manager and 3 participants to raise public awareness about project 	
	<p>Business Development</p>	<p>Business plan development:</p> <ul style="list-style-type: none"> • Draft of 20 business plans for active groups developed and submitted for perusal and approval 	

			<p>trained in Human relations and Business Development. All 23 members received training in basic juice agro processing conducted by the SRC Food Processing Department. It is expected that by the 1st Qtr 2011 the youths would have participated in a juice processing certification course at SRC and finalized their marketing strategy for the juices to be produced and start product development through the OAS funded YOUCAB Project's collaboration with RUYE.</p> <ul style="list-style-type: none"> • The Grant's Mountain Sunshine Youth Club (15 youths) and the Llandewey Beekeeping Youth Club (40 youths) have also been exposed to the social and business development training as well as technical introductory beekeeping. • The expectation is that these groups will be equipped with a total of 275 beehives and a small honey processing facility by Qtr 2, 2011. • A one week Certification training course offered by the MoAF Apiculture Unit will be pursued by the advanced youth from both groups within this time frame
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IV. IMPLEMENTATION CONSTRAINTS, RISKS AND LESSONS LEARNT

Implementation Constraints	Significance	Response/Action
Expected completion of the baseline study and early development of project indicators and identification of potential beneficiaries set back due to difficulty experienced identifying service provider.	High	The MoA&F has been contracted to undertake the baseline study. Commencement date – 10th December 2010, Delivery Date – 11th March 2011
Limited human resources for project set to impact implementation timelines. Focus lacking in the following areas: <ul style="list-style-type: none"> • Close monitoring of groups throughout Parishes in preparation for implementation; • Coordinating outstanding training in human relations, business development and technical income generating business activity missed by some groups; • Continued liaison with Parish Technical Working Groups comprised of community stakeholders; • Effective monitoring and evaluation of project implementation tasks; • Effective and accurate reporting on project activities as they unfold. 	High	<ol style="list-style-type: none"> 1. Hiring of a Project Administrative/Accounting Assistant to work from SRC, Kingston to ensure compliance with UNDP/USAID guidelines with respect to financial reporting and to perform administrative and project accounting functions. 2. Request to be made for the hiring of 2 Project Officers, one each for the Parishes of St. Thomas and St. Ann respectively. 3. Supplemental wage to be requested for NYS worker who will carry out clerical tasks in the main office in Mandeville.
Risks		Response/Action
Low level of partnering stakeholders' involvement as the liaison between groups and RUYE Officers where direct contact is not always feasible	High	Prepare and circulate information on the project to existing and potential beneficiaries using available means of communication as participants constantly require reassurance of the certainty of the project.
Lack of the display of the requisite work ethics	Medium	Provide relevant ongoing training interventions to re-orientate persons admitted to participate in project
LESSONS LEARNT:		

V. PLANNED ACTIVITIES (JANUARY – MARCH 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>	Baseline Study	X	X	X	MoA&F	USAID	71300	10,000
	Business Development	X	X	X	Dept. of Cooperatives	USAID	71400	12,000
	Product Development	X	X	X	SRC	USAID	71400 74200 71200 72100 72200	180,000
	Training and Capacity Building	X	X	X	RADA / SRC / JFLL / HEART	USAID	75700	25,000
TOTAL								227,000
Comments: 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: 05-02-2012
 Approved by: Chadwick Anderson Date: 31-05-2012

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

Annex 1

Table 1: Agro-processing training Qtr. 4, 2010

Parish	Groups trained	Membership	Agro-processing venture
St. Thomas	Airy Castle Youth Club	15	Fruit jams & jellies
	Bath Barada Group	20	Breadfruit jams, jellies and chips
	Small Axe Youth Club	20	Ginger powder
St, Ann	Hinds Town Youth Club	10	Fruit juices, jams & jellies
	Hadden Youth in Action	15	Dried fruit, dried herbs
	Fresh Organic Youth Club	10	Organic fruit & vegetable juices
Trelawny	Golden Grove Youth Club	9	Sorrel concentrate
	Falmouth Independent Youth Club	14	Sorrel drink & sorrel water

Annex 2

Table 2: Apiculture Project Groups

Parish	Groups trained	Membership
St. Thomas	Llandewey Bee Farmers Association (Youth group)	39
	Old Pera Bee Farmers Association	15
St. Ann	Grants Mountain Sunshine Youth Club	30
Trelawny	Wilson's Run Youth Club	30

Annex 3: STATUS OF SHORT-LISTED GROUPS

Item	Names		Address	Telephone #	Project Interest	Attachment / Stakeholder	# Members	Existence of Group (yrs)	Training				Applications Submitted	Character References	Proof of Address	ID	Infrastructure Availability		Comments	Status G - good; F - fair; P - poor
	Surname	Christian & Others							O	H	R	B					D	T		
1	Fudail	Tendai	Hadden, St. Ann	917-2658 / 471-5632	Agro processing (sweet potato)	NCYD - Hadden Youth In Action	9	4	X	X	X		X	X	X		X		Land available	G
2	Williams	Lorna	Port Morant, St. Thomas	472-0679	Poultry	SDC - One Love Youth Club	15	5	X	X	X	X	X	X	X		X		Land available	G
3	Douglas	Charmaine	McNie, St. Ann	404-9184	Poultry	RADA - Coley Youth Club	14	2	X	X	X		X	X	X	X			Individual have coops	G
4	Simpson	Curzan	Llandewey, St. Thomas	860-8602	Honey Production (Bee Keeping)	Llandewey cluster of Bee Farmers	39	3	X	X	X	X	X	X	X		X		Land available	G
5	Morgan	Marcia	Auchtimbedie, Manchester	451-1082 / 403-3634	Poultry	RADA	35	3	X	X	X	X	X	X	X		X		Land available	G
6	Gray	Demoy	Golden Grove, Trelawny	454-2777	Sorrel/ Sorrel concentrate	RADA	9	1	X	X	X	X	X	X	X		X		Land available	G
7	Binns	Christopher	Bamboo, St. Ann	895-2276	Agro processing	RADA - Free Hill	10	4	X	X	X	X	X	X	X		X		Land available	G
8	Palmer	Erwin	Asia, Manchester	446-0451	Goat rearing	Action Vibes - SDC	35	3	X	X	X	X	X	X	X		X		Land available	G
9	Bartley	Dameica	Pedrovian Community Benevolent Society - Bensonton, St. Ann	426-0512	Goat Rearing	RADA - Pedro River Youth Group	20	3	X	X	X	X	X	X	X		X		Land available	G
10	Plummer	Levi	Pusey Hill, Manchester	397-4888	Poultry	New Horizon Comm. Youth Club - SDC	25	1.5	X	X	X	X	X	X	X	X	X		Individual poultry coops	G

11	Solomon	Patrick	Johnson Mountain, St. Thomas	442-7538	Ginger/Other food processing	SDC - Small Axe Youth Club	21	2	X	X	X	X	X	X	X	X	X	Building requiring repairs	G
12	Walker / Chambers	Dale / Roshmane	Bunkers Hill, Trelawny	862-6345 / 418-8703 / 371-3123	Plant nursery	Invaders Sports Club	10	1	X	X	X	X	X	X	X	X	X		G
13	Cassanova	Michelle	Bellefield, Manchester	859-5567	Poultry	Top Bellefield Youth Club - SDC	20	1	X	X	X	X	X	X	X	X	X	Individual poultry coops	G
14	Brown	Cecil	Duanvale, Trelawny	895-2926	Poultry	Sunshine Youth Club	15	3	X	X	X	X	X	X	X	X	X	Individual poultry coops	G
15	Bernard	Winston	Colderwood, St. Ann	370-4187	Apiculture	RADA - Grants Mountain	30	3	X			X	X	X	X		X	Land available	G
16	Clarke	Karlea	Aboukir, St. Ann	370-1669	Green house	RADA - Dynamic Youth Club	13	1	X	X	X	X	X	X	X		X	Land available	G

RADA – Rural Agricultural Development Authority

NCYD – National Centre for Youth Development

NYS – National Youth Service

SDC – Social Development Commission

STU – Sugar Transformation Unit