

Japan-Caribbean Climate Change Partnership (J-CCCP)

**Project Board Meeting 4**

2 February 2017

Spanish Court, Kingston, Jamaica

10:00 – 13:00

**AGENDA**

1. Welcome
  - Board Member from Jamaica
  - Resident Representative, UNDP, Jamaica
  - Resident Representative, UNDP Barbados & the OECS – Chair
  - Representative from the Embassy of Japan
2. Project Progress and Discussion
  - Description of activities undertaken to date
  - Challenges
3. Presentation of Annual Work Plan 2017 and Discussion
  - Detailed discussion of expected activities and expenditure
4. Presentation of Projects under Outcome 2
  - Request for Approval
    - SVG: irrigation capacity improvement to improve climate change resilience among small farmers
  - Presentation of approved projects
    - SVG: Promoting the adoption of climate smart agricultural practices among small scale producers
    - SVG climate change adaptation project for livestock production
    - SUR: Enhancing access to drinking water for the Maroon community of Asigrón, Brokopondo
    - SUR: Encouraging children's homes to grow crops and fish for food security and climate change resilience
5. Any other business and next steps
  - Review of key agreements and recommendations
  - Scheduling of next PB meeting
6. Key Outcomes

## 1. WELCOME

Chairman Mr Stephen O'Malley, Resident Representative, UNDP Barbados and the OECS, called the meeting to order and invited Ms Una May Gordon, Board Member Jamaica, to make opening remarks. She would be followed by the Deputy Resident Representative, UNDP Jamaica, Dr Elsie Chounoune, Mr O'Malley, himself, and Mr Masatoshi Sato, Deputy Head of Mission, Embassy of Japan, Trinidad and Tobago, representing the Government of Japan.

### **Ms Una May Gordon, Director, Climate Change Division, Ministry of Economic Growth and Job Creation**

Ms Gordon welcomed all participants on behalf of the Government of Jamaica. She expressed her delight that Jamaica had been selected as the venue for the Board Meeting, the first to be held in a participating country. Ms Gordon thanked the Government of Japan for including Jamaica in the project and observed that the regional experience and the South-South cooperation were important benefits resulting from participation in the project.

She highlighted awareness building, through education at all levels, as an important element in achieving national climate change resilience. The Government of Jamaica had demonstrated its commitment to building resilience through its national development plan "Vision 2030" which had devoted three of 15 core outcomes to climate change resilience – sustainable management and use of natural resources, risk reduction and adaptation to climate change and sustainable urban development. Additionally, in 2015 the Government had approved the Climate Change Policy framework to mainstream climate change adaptation into policies and programmes and to build national capacity to implement adaptation to climate change. Ms Gordon said it was the responsibility of the Climate Change Division to implement policy framework.

Ms Gordon observed that many environmental projects had been criticised for not addressing issues at the community level and was pleased that the J-CCCP would provide support for development of strategies targeted at building climate change resilience on the ground. She noted that the local J-CCCP pilot project focussed on activities in sustainable agriculture and water harvesting.

Ms Gordon looked forward to the rolling out of the awareness programme and the exposure it would bring to the issue of climate change. She emphasized Jamaica's commitment to the project and pointed to the necessity for the region to continue to work in a spirit of collaboration as we worked towards the tangible benefits the J-CCCP would bring to the region.

### **Dr Elsie Chounoune, Deputy Resident Representative, UNDP Jamaica**

Dr Chounoune highlighted the timeliness of the project which addressed regional and national issues relating to climate change and underscored the importance of continuing to develop mid- and long-term strategies for dealing with the phenomenon. Initiatives such as the J-CCCP project provided assurance to the people of the Caribbean that they were not alone in struggle to combat climate change.

She noted that the project had created partnerships which reflected the true spirit of commitment to the sustainable development goals (SDGs). Importantly, the project was aligned to Jamaica's 2030 Vision in addressing the impact of climate change and incorporating considerations relating to gender and

vulnerabilities. The Project goals were consistent with the development goals of Jamaica and the Caribbean countries.

Dr Chounoune reiterated UNDP's commitment to playing its part in implementing the Jamaican leg of the project and thanked the Government of Japan for its foresight in implementing the J-CCCP at a time when the region was in greatest need of this support. The UNDP looked forward to implementing activities which could scale up and extend the work of the project, Dr Chounoune said.

**Mr Stephen O'Malley (Chair), Resident Representative, UNDP Barbados and the OECS**

Mr O'Malley acknowledged the participation of all Board members and expressed special welcome and thanks to those who had travelled far to attend.

Mr O'Malley endorsed Dr Chounoune's statement regarding the tremendous importance of the J-CCCP to the region given the existential threat of climate change. He referred to the many activities of the previous year including launches, training seminars and successful submissions of projects in each of the beneficiary countries. The Caribbean Community Climate Change Centre (5Cs) generously assisted the project by facilitating meetings with several organisations and institutions to gather input for the project and to ensure a seamless working relationship.

He observed that the agenda for 2017 was an ambitious one. It was anticipated that all the pilot projects in the participating countries would be initiated. The morning's meeting should ensure that the J-CCCP achieved the desired results.

The Chair invited Mr Masatoshi Sato, Deputy Head of Mission, Embassy of Japan, Trinidad and Tobago, representing the Government of Japan, to give his remarks.

**Mr Masatoshi Sato, Deputy Head of Mission, Embassy of Japan to Trinidad and Tobago**

Mr Sato commended the Project Management Unit (PMU) as well as UNDP Barbados and OECS and UNDP Jamaica for the professionalism with which the preparations for the meeting had been executed. He observed from updates 6 and 7 in the progress report that significant progress had been made in relation to outcomes 1, 2 and 3 for the period July to December 2016. Mr Sato confirmed that the Government of Japan had received the request for the project to be extended to December 31, 2018 and had hoped that he would have been able to provide confirmation in the meeting. He concluded by noting that the request was being considered by the Government of Japan and the decision would be communicated shortly.

## 2. PROJECT PROGRESS 2016

**Ms Yoko Ebisawa, J-CCCP Project Manager**

The Project Manager (PM) informed the meeting that her presentation would (i) look briefly at the financials; (ii) summarise the key results for 2016; (iii) share issues faced; and (iv) highlight challenges that the PMU had faced and foresees for the coming year. She noted that the presentation could be found in the Dropbox folder that had been shared.

The PM first provided a brief overview of the project. Funded by the Government of Japan and implemented by the UNDP, it began in May 2015 and is scheduled for completion in December 2017. The PMU has requested an extension to December 31, 2018. The resources committed to the project is approximately USD15 million to contribute to the building of climate-resilient development in the Caribbean countries of Belize, Dominica, Grenada, Guyana, Jamaica, Saint Lucia, St. Vincent and the Grenadines, and Suriname.

The three outcomes were identified as:

1. Nationally Appropriate Mitigation Actions (NAMAs) and National Adaptation Plans (NAPs) to promote alternative low-emission and climate-resilient technologies
2. Adoption and implementation of mitigation and adaptation technologies.
3. Strengthening knowledge networks through shared South-South and North-South experiences

Key achievements in 2016 under each outcome were identified as follows.

#### **Outcome 1**

- Forty-four representatives from 10 Caribbean countries enhanced their capacity in developing the strategies and key building blocks to advance the NAP process through the NAP workshop held in Grenada in October.
- The activities to develop NAPs in three countries (St. Lucia, Guyana and Suriname and Belize (in January 2017)) were initiated.
- 155 national counterparts were trained in understanding the concept and key elements of NAMA in six countries including Guyana, St Vincent and the Grenadines, St. Lucia, Grenada, Belize and Suriname. The selection of the focus of the NAMAs was facilitated by this workshop.
- The final report for the Belize's "Potential Study on Producing Biogas and Renewable Energy from Biomass and Organic Waste" was completed in November 2016.
- NAMA development was initiated in four countries including Grenada, Saint Lucia, Suriname, St Vincent and the Grenadines. Activities were started in Guyana in January 2017.

#### **Outcome 2**

- The final baseline assessments were developed. Ms Donna Gittens, Technical Specialist of the J-CCCP was asked to provide a summary report on those documents.
  - Ms Gittens noted that documents had been completed, endorsed and accepted for four of the countries and her presentation represented major findings and recommendations coming out of them. Findings included:
    - the weaknesses in measurement, reporting and verification (MRV) across the board in all eight countries – including, frameworks, matrices and monitoring approaches. Consequently, in 2017 several organisations would undertake training to enhance or develop their MRVs.
    - The lack of coordination among agencies. This would be addressed by identifying a national coordination officer to help guide adaptation development and implementation out of the national focal point network in Jamaica.

- A matrix of priority actions had been developed for each of the eight countries which would inform the scope for pilot projects. Activities included a focus on watershed protection for Belize.
- Key action areas would see capacity building through tailored training on NAP and NAMA processes in each of the eight countries.
- Consultants supported the development of pilot project proposals.
- The draft final report for Dominica's detailed risk and environmental assessment of the 10 potential resettlement sites was developed in late December. Six of the 10 sites were being considered as potential relocation sites based on geological and environmental assessments.
- Three pilot projects had been approved - 2 from St Vincent and the Grenadines and 1 from Suriname; 2 projects were submitted to the Project Board for approval from St Vincent and the Grenadines and Suriname; 6 projects (2 each from Jamaica, Suriname, St Vincent and the Grenadines) were submitted to the Technical Advisory Group (TAG) for review; and 5 proposals (1 from Belize, 1 from Suriname and 3 from Saint Lucia), submitted to the PMU for initial screening.

### **Outcome 3**

- KAP/B studies had been completed in six countries (Belize, Dominica, Grenada, Guyana, Jamaica and Saint Lucia) and four communication strategy plans developed (Belize, Grenada, Dominica and Saint Lucia). Jamaica's plan will be ready soon.
- Two partnerships (with UNFCCC and NAP Global Network) were established to collaborate on organising capacity building activities.
- Updates of project activities and share pictures through Facebook, Twitter, Instagram, Flickr and the J-CCCP Platform

### **Financial Report**

The expenditure for 2016 was USD2.3 million.

### **Challenges**

Challenges faced in 2016 as well as foreseen in 2017 were identified as follows.

- Timely implementation and disbursement of Outcome 2.
- The management of developing more than 40 pilot projects across the eight countries was a major challenge.
- Development of quality pilot project proposals.
- Human resource capacity of the government counterparts.
- Effective monitoring and evaluation (M&E) will be impacted by the large number of projects being managed.
- Ensuring systematic engagement of the beneficiaries to secure the participation of the community. It was necessary to identify their willingness to participate in projects.

### **Recommendations**

- Increase short-term capacity for the project review and processing procurements

- Additional use of thematic experts (such as experts in agriculture or energy) in order to strengthen quality assurance of the project and supplement the technical review by TAG members based on their professional specialisations
- Securing a procurement expert to accelerate project delivery
- Additional level of support inputs for capacity development to the pilot proponents, national counterparts and NFPs through trainings in M&E, gender mainstreaming, exit strategy and avoiding adverse environmental and social impacts
- Shorten the time for the pilot project approval procedure from 5 weeks (with no comments) to 4 weeks. Proposals are submitted to the PMU then the TAG then to the Board members. Recommend shortening the time for the Project Board review.

## **Discussion**

The Chair recommended that the discussion be structured in two parts: first general comments/ questions on results followed by a discussion of specific recommendations.

Ms Una May Gordon, Jamaica, commended the PMU on the positive results in face of the challenges experienced. She noted the training on the NAMAs and NAPs would come about and asked whether the information from the workshops in Grenada had informed the training.

The PM explained that the workshop in Grenada had been organised in collaboration with the NAP Global Network. The workshop was located in Grenada in October 2016 where Grenada hold country consultation of their NAP and had invited two experts from Jamaica whose opinions they hoped to incorporate in their NAP process so as to benefit from the lessons learnt from Jamaica. After the workshop focused on the discussion of Grenada's NAP, the regional workshop was organised where Grenada shared lessons learnt from their experience for benefit of regional and national adaptation plans.

A two-day workshop discussed key building blocks – government buy-in, strategic mainstreaming and financial strategy. Countries outside of core eight countries were included. For example, Antigua was invited as they had advanced their climate financing and lessons learnt from their experience would be useful. Another session, called a “clinic”, where some countries shared their challenges and other participants provided suggestions or lessons learnt.

NAMAs training had been done in six countries as the first step to begin the NAMA exercise. NAMAs were seen as one of the tools to be used in implementing the nationally determined contributions (NDCs). NAMAs was consistent with the NDCs already identified. Most countries had selected energy.

Ms Helen Royer, Dominica, congratulated the PMU on its achievements for 2016. She noted that the project had been timely for Dominica, coming as it did post-Tropical Storm Erika. She noted that the project was in sync with her Ministry's strategy in its approach to responding to disasters and vulnerability and national priorities. The country had been able to accept recommendations for changes thus accelerating post-Erika projects. Ms Royer wished to place on record her appreciation of the efforts of NFP Claudine Roberts who kept the team informed and assisted in the buy in of stakeholders.

Chairman Stephen O'Malley led the meeting to consider the recommendations. He suggested that the team should be careful in looking ahead at the path of project and making sure that the pilot projects were completed on time.

Recommendations on the table were:

1. To increase short-term capacity for project review and development and avoid bottlenecks.
2. To provide additional support for capacity development, support for the project process.
3. To shorten the time for the pilot project approval process to facilitate the timely completion of projects.

The Chair invited comments or questions on the recommendations. He clarified that proposal 3 was the elimination of Project Board approval as it was thought that the approval by the technical review group and the PM should be sufficient for a project to move ahead.

Ms Gordon opined that in terms of recommendation 3, as long as the project is deemed technically clear and financially sound there would be no need for Board approval. Ms Gina Griffiths from Suriname agreed with Ms Gordon on this point.

Ms Janelle Christian, Guyana, asked whether the use of experts was additional to the TAG or parallel to the TAG.

The PM explained that the use of experts would be parallel to the TAG. They would be used to supplement the TAG review due to the length of time which had to be invested in reviewing more than 40 projects.

Ms Gordon asked how the additional experts would be identified. The PM advised that the experts could be identified through the experts roster available at UNDP's regional hub in Panama.

Mr Sato said he had no difficulty in supporting the recommendations. He required, however, that the PM explain what implications the additional support for development of national capacity through sourcing of additional experts would have for the project budget. Mr Cornelius Isaacs, OECS, supported Mr Sato's comments as he, too, wanted to understand more clearly the use of resources.

The PM noted that experts would be brought in to train different levels of government counterpart personnel. This would perhaps be best done through existing J-CCCP National Focal Points who would, in turn, train other project personnel. She added that the budget had already considered this element and funds were available.

Ms Macricia Auguste, Saint Lucia, recommended that the projects selected should reflect the priorities of the countries and that would assure approval from the Government. She noted that, for example, gender mainstreaming was not a priority for Saint Lucia. It required long-term effort. She observed that in designing pilot projects it was important to be cognisant of the major concerns of the people and politicians and recommended strengthening project alignment to national priorities.

Ms Royer supported the recommendation for shortening the approval process and endorsed the point that more careful thought should be given to selecting projects that complemented local guidelines. She observed that although the Disaster Unit had already been prioritised, clearing with the national administration still resulted in some back and forth taking up time.

The Chair supported the recommendations to ensure that processes were parallel and mindful of national priorities to prevent delays.

The Chair invited the Co-Chair Richard Barathe to make his contribution to the meeting.

Mr Barathe, Director (ag), UNDP's Regional Hub, commended the team on the excellent accommodations and preparations for the meeting. He supported the necessity for timely, efficient and budget conscious execution of projects guided by project documents. He agreed that it was important to increase efficiency at the country levels, it was also important to benefit from the opportunity for cross-fertilisation at the regional level. The Board played an important role in exchanging views. He noted that mismanagement could be addressed by having robust plans and technical input. He noted that the UNDP had been supporting the learning experience across many countries in the region since the 1990s.

The Chair thanked Mr Barathe for highlighting cross-fertilisation and learning at the regional level while also supporting the role of the Board.

Ms Gordon endorsed the suggestion regarding buy-in at different levels and shared the experience of Jamaica which had considered this in structuring their National Steering Committee. She noted that she did not chair the Steering Committee, it was chaired by the Chief Technical Officer in the Ministry in which the Climate Change Division sits. She was a member and this facilitated representation of the government at different levels. This mechanism allowed full sharing of information.

The Chair concluded the first session by reiterating the approval of the Board for the shortening of the approval process and the tentative agreement regarding additional support for capacity development subject to further discussion on the budget.

### 3. ANNUAL WORK PLAN 2017

The Chair invited the PM to present the 2017 work plan and noted that there would be a discussion of the budgetary implications of some of the recommendations.

The PM informed the meeting that the report of 2017 incorporating all activities in the eight project countries had been placed in the Dropbox.

#### **Outcome 1**

The PM explained that the project continued to support the development of the NAP and NAMAs processes within the eight countries as well as some capacity development activities.

The NAP process had been started in several countries:

- Guyana and Suriname – completion anticipated by the middle of the year as project is building on existing strategies
- Saint Lucia and Belize - will be completed in one year
- St Vincent - scope of work being finalised
- Grenada and Dominica are to finalise scope of work
- Jamaica – the scope of work is almost complete and the decision made to support the focal point network
- In regard to capacity development for NAP, three workshops are being considered:
  - Collaborating with UNDP NAP Global Support Programme which supports the NAP process globally to conduct a training session, perhaps in March/May.



- In-country training on the NAP process. A consultant had been engaged to lead the NAP process. Training would be based on their assessment.
- In October, would like to again collaborate with the Global Network, GIZ and other development partners to have a regional conference to share our experiences.

The plan is to complete the NAMAs in a year.

- Activities had already been started in Saint Lucia, St Vincent and the Grenadines, Grenada, Guyana and Suriname.
- Jamaica needs to identify areas of focus based on the discussion prior to this meeting.
- Belize had decided to focus on transportation. Scope of work is to be finalised. The project might not be able to cover the whole development in event they decide to pursue a more detailed study that originally envisioned.
- Dominica already has a NAMA. The country had indicated an interest in looking at the energy sector.

### **Outcome 2**

The PM shared a table detailing pipeline and approved projects for all eight countries. The table demonstrated the progress of each project. She noted that the table had been placed in the Dropbox.

The PM noted that the average timeline estimated for the completion of projects was one year. While it is anticipated that the Government of Japan would approve the extension of J-CCCP to December 2018, she pointed out that all projects should be completed by July 31, 2018 to facilitate the closure of the project between August and December 2018.

It was strongly recommended that proposals for pilot projects be submitted by March 31, 2017 in order to achieve the broader timeline.

### **Outcome 3**

- One activity planned is the capacity development for media practitioners to ensure information on climate change is accurately captured and transmitted. It is planned for April.
- Work continued on KAP studies in two countries (Saint Vincent and the Grenadines and Suriname).
- Work continued on the communication strategies/plans of several countries. After the completion of these plans, communication campaigns will be rolled out.
- The majority of the pilot projects focused on agriculture
- Needs surveys for the study trip to Japan were conducted among government officers and agricultural NGOs to identify major areas of interest. The survey results would form the basis of any programme formulated.
- There is a plan for a youth climate change forum, possibly in Jamaica.

### **Administration**

- Board meeting
- TAG meetings twice a year

- Mid-term review
- Monitoring every two months. This is usually combined with other activities, for example consultations on NAMAs or NAPs

## **Budget**

The PM explained that the allocations shown in the table were based on the progress of individual projects, although the same \$600,000 is still allocated to each country for implementing their pilot projects. She referred participants to a more detailed budget breakdown which could be found in the Dropbox.

The Chair returned to the question of the cost implications related to the additional capacity development support. The PM said the amount budgeted for this activity was approximately USD363,000.00. The Chair asked for clarification as to whether this figure represented an additional cost. The PM stated that this had already been incorporated into the proposed budget, estimated USD330,000.

The Chair advised that there were two issues to be considered

1. Project timelines – it was necessary for all projects to meet the timeline
2. Budget

The Chair first asked for comments on the timeline.

Ms Auguste said that in calculating the timelines consideration had not been given to the situations in the islands and recommended that timelines should better reflect the realities in each island. She observed that sometimes the same person was involved in all aspects of a project.

Mr Isaacs asked at what point was project closure implemented. The PM stated that closure would occur between July and December 2018.

The Chair then returned to the issue of the budget for additional capacity to accelerate development, procurement and implementation.

Ms Auguste wanted to know where the cost of USD330,000 for additional capacity development support was re-allocated from.

The PM clarified that costs of additional inputs will not be from the allocation of USD600,000 per country. It will come from contingency budget from Outcome 2.

Mr Sato questioned whether any activities would be sacrificed as a result of this item.

The PM reiterated that the proposed costs was already included under Outcome 2 as part of contingency plan for any additional activities that may have been necessary. .

Ms Christian of Guyana questioned the allocation of resources as, from the outset, Guyana had explained to the PMU the constraints that were related to space and location in the country and had requested additional personnel. She had been advised at the time that such costs had to be borne by the country's allocation. She wanted to know whether this cost for extra personnel would impact Guyana's project in any way.

The Project Manager confirmed that the personnel required by Guyana would have to be paid for out of the USD600,000 allocated to the country's project. The USD363,000 was an additional amount budgeted for any extra specialists, required on a temporary basis, to assist with specific areas of expertise such as gender mainstreaming, monitoring and evaluation etc. She pointed out that the scope of the two sets of personnel was different.

Ms. Christian responded that resources had had to be pulled from a different agency to support the project in order to meet the timelines that had been anticipated previously. The requirements of the personnel seemed very similar to those now being outlined for the external specialists.

The PM highlighted additional support that Guyana had recently received and suggested that they could discuss how to accelerate the proposal development to meet the timelines.

The Chair recommended that the conversation with Guyana be continued and advised the PMU to keep any additional costs focussed and to draw on regional expertise as far as possible.

The Chair confirmed from the Board members that the Annual Work Plan for 2017 was approved.

#### 4. PRESENTATION OF PILOT PROJECTS

The PM advised that three projects had been approved and a comment received for one project. The proposal was that the comment be incorporated and the project approved. She noted that the St Vincent irrigation capacity project had received a comment, the deadline for which was January 31. The proponent had been contacted and requested to address the comment.

Ms Neisha Manickchand, Technical Specialist of the J-CCCP, shared the details of the projects from the countries that submitted projects which reached the Project Board for approval. The two countries were Suriname and St. Vincent and the Grenadines.

##### **Two projects from Suriname**

The first project is to enhance access to drinking water for the Maroon community of Asigrion which is comprised of 283 inhabitants. Activities included the harvesting of rainwater and testing and monitoring of systems. The total budget is USD120,000, wherein J-CCCP would provide funding of USD100,000. This project had already been approved.

The second project is a food gardening project in five children's homes in rural Suriname. The objective is to implement an integrated agricultural system to create a stable climate resilient system to ensure to food security. Activities include the installation of greenhouses and fish tanks, and training and mentoring. The total budget is USD155,025 wherein the J-CCCP would provide funding of USD138,675. This project is to be revised in keeping with Project Board's comments.

##### **Three projects from St. Vincent and the Grenadines**

The first project involves promoting the adoption of climate smart activities among small-scale producers including rural women producers. The objective is to increase resilience among small farmers to climate change by demonstrating adaptation technologies to improve productivity. Activities include the

establishment of five model plots with rainwater harvesting systems, soil conservation measures and training. Total project cost is USD64,374.00 whereby the J-CCCP would provide funding of USD50,874. This project was approved.

The second project addresses climate change adaptation for livestock production among 48 farmers with the objective of establishing mechanisms to tackle declining incomes and livelihoods of farming families due to climate change. Activities include harvesting of rainwater for animal use, provision of resilient breeds of sheep and installation of biodigesters on pig farms. The total budget is USD147,722, whereby the J-CCCP would provide funding of USD55,555.56. This project was approved.

The third project addresses improvement of irrigation capacity to improve climate resilience among 117 small farmers. The objectives are to enhance farmers' capacity to meet economic needs and build climate resilience. Activities include the rehabilitation of the Langley Park irrigation scheme, design and installation of water harvesting and irrigation systems and training in the use of irrigation pumps. The total budget is USD296,797 and the J-CCCP would provide funding of USD191,064.57. Revisions had been made by the proponent and needed approval by the Project Board.

The Chair invited comments from Suriname and St. Vincent and the Grenadines

Ms Gina Griffith from Suriname said that a comment had been received from the TAG on the children's home project. This was addressed and it was now in full compliance with recommendations. A further comment was subsequently received from the Project Board. She said she had a difficulty with receiving a comment from the Project Board as revisions had been completed and she felt the project was now technically sound.

Ms. Gordon responded that retroactive decisions could not be made. A response had to be made for the record.

No further comments were made by members from Suriname and St. Vincent and the Grenadines.

The PM informed the meeting that there were two issues relating to the comment.

1. Operation and maintenance needed to be incorporated. The Chair of TAG was not satisfied that the matter had been successfully resolved. Additionally, UNDP had made a point about the sustainability and budget in terms of how equipment and budget would be sourced.
2. The risk of managing quality of water was raised – this issue had not been discussed during the TAG review.

The PM noted that the comments would not affect the implementation of the pilot project as there was conditional approval. She added that the comments would, nevertheless, have to be dealt with.

The Board approved the project of St. Vincent and the Grenadines on "irrigation capacity improvement to improve climate resilience among small farmers". The Chair agreed that the Board would approve the project and asked that the PMU work with the Government of Suriname to resolve the issue.

The Chair asked for a motion to be moved for the approval of Suriname's project. The motion was moved by Ms Gordon of Jamaica and seconded by Ms Auguste of Saint Lucia.

## 5. ANY OTHER BUSINESS

The Chair asked members to identify any other business to be discussed.

Mr Isaacs said he was not clear about what was happening with the KAP studies for each country.

The PM said KAP studies had been conducted in all countries in relation to the design of communication campaigns. They looked at characteristics of each country including the media in each. KAP studies were done in the OECS and Jamaica previously.

Ms Gordon asked about the status of the communication campaign and Ms Auguste wanted to know if the PMU was satisfied with the levels of awareness on climate change.

Ms Penny Bowen, Communication Associate of the J-CCCP, responded that generally people were more aware; they were at least familiar with the terms. However, attitudes were indifferent. Knowledge and awareness were strong but attitude and behaviour weak.

## 6. KEY OUTCOMES

The Chair identified the key outcomes of the meeting as follows.

1. The review of 2016 was executed.
2. The 2017 work plan had been approved.
3. The recommendation to remove the Project Board from the approval process had been accepted on the basis of TAG's satisfaction with the proposal. The Board expects to be updated regularly.
4. The project for St. Vincent and the Grenadines on irrigation capacity to improve climate resilience had been approved. Suriname would be required to have further discussions with the Government.

The Chair asked if there were any additional recommendations for inclusion in the minutes.

Ms Gordon recommended that while the Board approval was no longer necessary regular reports should be made to the Board.

The Chair asked for recommendations regarding the date of the next Board meeting. The PM suggested June or July with strong recommendation for July. She noted that it would be a virtual meeting. The Chair said that potential dates would be circulated and agreement made virtually.

## 7. CLOSING

In concluding the Chair thanked all present for their participation, particularly those who had travelled far and those who had joined virtually. He observed that pertinent questions had been asked and comments made. He saw a key issue resulting from the meeting as reflection by participants on the steps they needed

to take to keep pilot projects moving in a timely manner. The PMU, Governments and all stakeholders should be proactive in the management of projects and should continue to work in collaborative spirit.

The Chair thanked the Government of Jamaica for its assistance in the organisation and hosting of the meeting. He thanked the PMU for organising the very successful field trip on the previous day and for the high quality of the documents prepared.

The PM thanked all participants for their time. She noted that 2017 would be a challenging year and all stakeholders would have to work together (NAP team, PMU team and government counterparts) for the benefit of national agendas.

Ms Gordon congratulated the organisers on a most efficient meeting. She noted that the pilot projects were the heart of the programme and charged counterparts to ensure sound implementation according to plan. She thanked the Government of Japan for its consistent support and noted that the Government of Jamaica continued to share excellent rapport with the UNDP.

Ms. Christian congratulated the PMU and Guyana's national focal point Astrid Lynch. She appreciated the support which was in alignment with the governments priorities. She invited the team to visit Guyana so they could better understand Guyana's challenges in relation to distance.

Mr Sato noted his appreciation of the kind words to the government and people of Japan. He congratulated the Chair for his excellent chairmanship of the meeting. Mr Sato said he hoped the Board meeting would contribute to the success of the projects and achieve the expected results in the extended duration of the project

Ms Royer announced it was her last Board meeting as she would be moving to another ministry. She had already briefed her replacement and extended best wishes for continued success of the J-CCCP.

The Chair brought the meeting to a close.

## Annex 1

## ATTENDEE

COUNTRY/ ORGANISATION	NAME	DESIGNATION	E-MAIL
UNDP	<b>Mr. Stephen O'Malley - Chair</b>	Resident Representative, UNDP Barbados & the OECS	<a href="mailto:stephen.omalley@one.un.org">stephen.omalley@one.un.org</a>
UNDP	<b>Mr. Richard Barathe</b>	Director (ag), UNDP Regional Hub, Regional Bureau for Latin America and the Caribbean	<a href="mailto:richard.barathe@undp.org">richard.barathe@undp.org</a>
Japan (Virtual)	<b>Mr. Masatoshi Sato</b>	Minister Counsellor and Deputy Head of Mission, Embassy of Japan in the Republic of Trinidad and Tobago	<a href="mailto:masatoshi.sato@mofa.go.jp">masatoshi.sato@mofa.go.jp</a>
Dominica	<b>Ms. Helen Royer</b>	Permanent Secretary, Ministry of Health and the Environment	<a href="mailto:pshealth@dominica.gov.dm">pshealth@dominica.gov.dm</a>
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