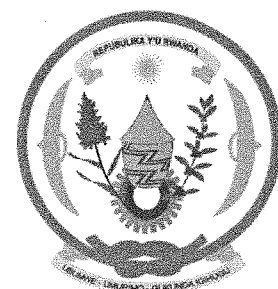YXEP.

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Minutes of the Local Project Appraisal Committee (LPAC) meeting for the "Youth Employment" joint Flagship programme; *Held* in the UNDP OCHA Room on 20th May 2014

Agenda:
1. Opening remarks
2. Presentation of the Programme Document
3. Discussion and comments on the PRODOC
4. Summary of comments and Way forward

Members:

1.	Auke Lootsma:	UNDP Country Director (Chair)
2.	Antonio M.A.Pedro	Director UNECA - Sub-regional Office for Eastern Africa
3.	Rosemary Mbabazi	Permanent Secretary (MYICT)
4.	Anna Mugabo	DG (Employment and Labour) MIFOTRA
5.	Sylvere Ntirampeba	MYICT
6.	Francois Ngoboka	MIFOTRA
7.	Annoncee Kuradusenge	MINICOM
8.	Alain Ngendahimana	MINECOFIN
9.	Yvonne Umulisa	MINECOFIN
10.	Faustin Mutabazi	MINECOFIN
11.	Paul Mwangimaringa	WDA
12.	Joseph Mutware	City of Kigali
13.	Bella Rukwavu	City of Kigali
14.	Emelang Leteane	UNECA
15.	Marie-Francoise Umulinga	UNECA
16.	Jude Muzale	ILO
17.	Otto Vianney Muhinda	FAO
18.	Joespha Mukamana	FAO
19.	Arthur Sabiti	UNCDF
20.	Emmanuel Bigenimana	UNHABITAT
21.	Sophie Nyirabakwiye	UNDP
22.	Nicolas Schmids	UNDP

1. OPENING REMARKS:

The meeting started at 09:20 pm and was chaired by Mr Auke Lootsma, the UNDP Country Director. The Country Director welcomed members and thanked the participants for honoring the invitation.

The Country Director in his introductory remarks provided a brief background on the new United Nations Development Assistance Framework (UNDAP 2013-2018) that will guide UN intervention in Rwanda for the next 5 years. He stressed on the fact that UNDAP is aligned to the Government of Rwanda Strategy (EDPRS 2) and its economic transformation priority area.

The Country Director welcomed UNECA Rwanda Director, Mr. Antonio Pedro, co-chair of United Nations Development Result Group 1 (DRG1) and Ms. Rosemary Mbabazi, Permanent Secretary of the Ministry of Youth and ICT (MYICT).

Mr. Antonio Pedro thanked for the opportunity for UNECA to put some importance on the structural transformation of Rwandan economy to create jobs for youth and women. He stressed out the importance of the flagship for that structural transformation. He emphasized on the importance of the partnership with the Government of Rwanda.

Ms. Rosemary Mbabazi thanked the team that drafted the project document. She expressed her satisfaction to see the process being finalized and the project to start being implemented in July. She stressed out the importance of the National Employment Programme (NEP) that aims at creating 200,000 off farm jobs and the importance of the Youth Employment flagship to complement the NEP. She concluded by thanking everyone for their inputs.

The Chair then requested all participants to introduce themselves.

2. PRESENTATION AND REVIEW OF THE PROJECT DOCUMENT:

A) PRESENTATION OF THE PROJECT DOCUMENT

The background of the project was presented by Jude Muzale.

- Find the Power Point Presentation in the annex

B) GENERAL COMMENTS: REVIEW OF THE PROJECT DOCUMENT

Following the presentation of the Project Document, the Chair opened the session for discussions and it generated the following comments and recommendations:

- MIFOTRA Director General of Labour and Employment raised the issue of the title of the flagship and whether it should be named "Youth Employment" or "Youth and Women Employment" flagship

- MYICT Permanent Secretary suggested naming it "Youth Employment programme" in order to be aligned with EDPRS2 priority area on Youth Employment Opportunities.

- ILO explained that women concerns had been included in the flagship as a result of the recommendations made during the previous consultation meetings with the Government of Rwanda. He also explained that because of the need for continuity of interventions under the former Agaseke project, there was a need to include women in the title and interventions.

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✓ **Conclusion/ AGREEMENT: LPAC members agreed to name the flagship "Youth Employment programme" pending further consultation**

C: Specific Comments / Observations

- UNDP Country Director suggested revising the duration of the programme from 5 years to 4 years as the programme would start in 2014 and not in 2013.
- MINICOM suggested to replace 2013-2017 by 2013-2018 in the third paragraph of the executive summary (page 3).

  - **AGREEMENT: LPAC members agreed to change the duration of the programme from 5 years to 4 years on the cover page**

- UNDP Country Director raised the importance of aligning the project document to the National Employment Programme and to EDPRS2 as some overlaps have been identified in the project document.

  - **AGREEMENT: LPAC members agreed to revise the project document according to the latest version of the National Employment Programme and to identify the right IP for each activity**

- FAO suggested adding activities related to agriculture to be implemented by MINAGRI. UNDP Country Director responded by explaining that it was more appropriate to add these activities in the Value chained flagship.

- MIFOTRA suggested to add MINALOC as an Implementing partner on the cover page. Further comment from the City of Kigali indicated the need to limit cover page partners to CoK

  - **AGREEMENT: LPAC members agreed not to add activities implemented by MINAGRI and to add MINALOC as an Implementing Partner on the cover page**

- WDA suggested correcting the abbreviation of WDA in the acronyms section. WDA stands for Worksforce Development Authority and not Agency.

- MIFOTRA suggested correction the abbreviation of MINECOFIN that stands for Ministry of Finance and Economic Planning.

- UNECA suggested to add MSME in the acronyms section and to define it

  - **AGREEMENT: LPAC members agreed to revise the list of acronyms accordingly**

- It has been suggested to systematically source the data used in the project document

- On the section "What do Rwandans do" (P13 aand 14)), it has been suggested by MIFOTRA to source the data used in the tables.

  - **AGREEMENT: LPAC members agreed to add the source for all data used in the document. The agreed to use systematically the data from the National Census survey (latest data) if available and EICV2 data if not**

- UNECA Director suggested adding MINAGRI as a partner in the project document even if MINAGRI does not have any activities to implement. Indeed, the flagship aims at transforming Rwandan economy and this will impact the agricultural sector.

  - **AGREEMENT: LPAC members agreed to add MINAGRI as a partner of the flagship even if no activity will be implemented by MINAGRI**

- MIFOTRA suggested detailing the studies conducted on the employment impact of sectors (P15, last sentence of 1st paragraph Tittle 2 Strategies, including lessons learned and the proposed joint programme)

  - **AGREEMENT: LPAC members agreed to detail the existing studies on employment impact of sectors (RDB study to be shared by MIFOTRA)**

- MIFOTRA suggested revising the figures of the SME sector (paragraph Job creation Page 9). The SME sector comprises 98% of the businesses in Rwanda and 41% of all private sector employment. It has been suggested to replace 41% by 84%

  - **AGREEMENT: LPAC members agreed to check the source of the figures and correct them accordingly. The representatives of the Ministries agreed to share their latest figures**

- MYICT suggested to replace "12% have no formal education" by "12% have never attended schools" in the 1st paragraph Page 9.

  - **AGREEMENT: LPAC members agreed to rephrase the sentence**

- It has been suggested to revise the paragraph on the NEP (page 17 and 18). More specifically:

  - Revise the bullets and the arrows
  - Revize the paragraphes of page 18 to add some sequence and more coherence
  - Add a way forward paragraph on how the government aims at addressing the challenges identified
  - Add a way forward paragraph on on how the UN wants to contribute to address the challenges

    - **AGREEMENT: LPAC members agreed to revise the paragraph on NEP, namely first identify the challenges identified by NEP then presenting how the government aims at addressing these challenges and how the UN in Rwanda wants to contribute to support the GoR to respond to these challenges**

- MIFOTRA suggested revising the Lessons learnt section, Page 19. It has been suggested to remove the challenges that have been identified in the Lessons learnt section and include them in the section on challenges. MIFOTRA considered that the Lessons learnt section should only focus on the positive aspects, on what have we learnt and not on the challenges.

  - **AGREEMENT: LPAC members agreed to revise the lessons learnt section accordingly**

- UNECA suggested adding some information on the different issues the central bank should be involved in the paragraph on the third driver, page 23

- WDA suggested rephrasing the term "drop-out youth" by " youth that don't completed education" in the paragraph related to the second driver (second paragraph) page 23

- MIFOTRA suggested removing the term "employment insurance" in the paragraph related to the fourth driver (last paragraph page 23)

  - **AGREEMENT: LPAC members agreed to rephrase the paragraph on the second driver, third and fourth drivers (page 23) accordingly**

- MYICT suggested revising the second paragraph of the section 2.2.1 "National capacities and technologies enhance to promote employment intensive growth policies". That paragraph identifies some areas of intervention that are not supported through the flagship document (Macro polices, invest climate institution, etc.)

  - **AGREEMENT: LPAC members agreed to revise the above mentioned paragraph to be consistent with the flagship intervention**

- UNDP identified some acronyms to be removed from the document (EPYMW) in page 26 and 27.

- MINCOM identified a typo error in the last paragraph of page 25 ("A short assessment of training needs of? Will be undertaken..." that needs to be revised
- WDA suggested to add "Recognition Prior Learning (RPM)"before "comprehensive apprenticeship scheme" to the second paragraph of section 2.2.2 page 25

- In the second paragraph of section 2.2.4 page 24, WDA suggested to replace the sentence "there is lack of data" by "there is no detailed, non-consolidated and non-disaggregated data"

- In the last paragraph of page 27, it has been suggested by WDA to detail the assessments mentioned

- It has been suggested to add data in the paragraph on the TVET information system page 28.

- UNCDF suggested to replace "youth centres" by "Youth friendly centres" in page 28

  - **AGREEMENT: LPAC members agreed to make the above amendments to the document**

- MIFOTRA suggested revising the Result Framework in order to make sure the suggested activities are aligned with NEP.

  - **AGREEMENT: LPAC members agreed to revise the Result Framework to make sure suggested activities are aligned with NEP activities**

- MINICOM suggested defining MINEDUC instead of MINICOM as the Implementing partner of the 1st activity of Output 3.2 ("Support the provision of start-up and tool kits to the apprentices and short term vocational graduates for self –employment")) in the Result Framework

  - **AGREEMENT: LPAC members agreed to revise the IP of the 1st activity of Output 3.2.**

- MIFOTRA suggested revising UNWOMEN activity "Support small scale women farmers with modern farming practices skills and equipment to meet demands of the market" and remove "modern farming"

  - **AGREEMENT: LPAC members agreed to rephrase the above activity**

- The City of Kigali suggested to add MINALOC in the programme management structure figure of page 42

  - **AGREEMENT: LPAC members agreed to add MINALOC in the Management structure figure**

- UNDP suggested to define the term "NIM2 mentioned in section 4.5, page 44

- UNCDF suggested to clarify the 1st paragraph of section 4.5 and to define exactly who will send the Annual Work Plan to who and who will consolidate them

  - **AGREEMENT: LPAC members agreed to made the above amendments in section 4.5**

- MYICT suggested to mention the coordination role of NEP secretariat in the section 5 on monitoring and Evaluation (page 45)

  - **AGREEMENT: LPAC members agreed to mention the role of NEP secretariat in the M&E section**

3. RECOMMENDATIONS AND WAY FORWARD:

- Prepare the Minutes of LPAC Meeting, circulate them to all members for comments and finalize for signature by the LPAC members
- All partners are requested to share their latest inputs on the project document to Jude Muzale by Friday 23d of May 32014. Once the inputs will be shared, the project document will urgently be finalized and will incorporate the recommended revisions by the LPAC.
- The revised Project Document will be circulated to all LPAC members along with the Minutes for validation
- Once the Minutes of LPAC Meeting signed by all members, the Signing of the Project Document could proceed.

Meeting adjourned at 12:30 AM.

Signature of key LPAC members:

1. **Auke Lootsma, Country Director, UNDP (LPAC Chair)**-----------------------------

2. **Rosemary Mbabazi, PS, MYICT (LPAC Co-Chair)** ----------------- 27th June 2014

3. **Antonio Pedro; Director, UNECA** ---

4. **Anna Mugabo** DG, MIFOTRA--

LPAC Members:

5. **Sylvere Ntirampeba** (MYICT)--

6. **Francois Ngoboka** (MIFOTRA)---

7. **Annoncee Kuradusenge** (MINICOM)---

8. **Alain Ngendahimana** (MINECOFIN)----------------- 25th / June / 2014.

9. **Yvonne Umulisa** (MINECOFIN)----------- No longer in the office.

10. **Faustin Mutabazi** (MINECOFIN)---

11. **Paul Mwangimaringa** (WDA)--

12. **Joseph Mutware** (REMA)---

13. **Bella Rukwavu** (City of Kigali) -------------------- 30/06/2014

14. **Emelang Leteane** (UNECA) ------------------ 25/06/14

15. **Sophie Nyirabakwiye** (UNDP) -------------------- 24th / June / 2014

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16. **Marie-Francoise Umulinga** (UNECA) --- 25/06/2014

17. **Jude Muzale** (ILO) --

18. **Otto Vianney Muhinda** (FAO) ---

19. **Joespha Mukamana** (FAO) ------------------------- 15/12/2014

20. **Arthur Sabati** (UNCDF) ---

21. **Emmanuel Bigenimana** (UNHABITAT) ---

22. **LPAC Secretary** (Nicolas Schmids, UNV Programme Officer, UNDP) ----------------------

    Date: