

QUARTERLY NARRATIVE PROGRESS REPORT

QUARTER/YEAR: *Quarter I, January to March 2019*

Purpose: This report aims at assessing the achievements against the planned results during the quarter I, January to March 2019 as well as risks and issues that could affect project implementation.

Project title:	Strengthening National and Local Disaster Risk Management Capacity, Resilience and Enhancing Preparedness and Early Warning System in Rwanda	
Project number:	00117442 "Strengthening DRM Capacity in Rwanda(MINEMA)"	
UNDAP/CPD outcome:	UNDAP Outcome 4 "By 2023 Rwandan institutions and communities are more equitably, productively, and sustainably managing natural resources and address climate change,"	
	UNDP Strategic Plan Outcome 3: Build resilience to shocks and crisis.	
Project outcome	Increasing resilience to climate and natural disaster through evidence-based disaster preparedness and effective early warning system."	
NST priorities:	NST: Priority 7 "Sustainable Management of Environment and Natural Resources" under the "Economic Transformation" Pillar; DRM as a "Cross-cutting Area"	
SDGs:	Climate change and its impact	
Project start date:	01/10/2019	
Project end date:	30/06/2023	
Reporting period	Quarter I / January to March 2019	
Project budget (USD):	TRAC (core):	2,965,065
	Government of Rwanda (in kind):	
	Other donors:	
	Total project budget:	2,965,065

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Acronyms

- DDMC:** District Disaster Management Committee
- DDMO:** District Disaster Management Officer
- DRM:** Disaster Risk Management
- DRR:** Disaster Risk Reduction
- EDPRS:** Economic Development and Poverty Risk Reduction
- MDGs:** Millennium Development Goals
- M&E:** Monitoring and Evaluation
- MIDIMAR:** Ministry of Disaster Management and Refugee Affairs
- NPDRM:** National Platform for Disaster Risk Management
- SEDIMAC:** Sector Disaster Management Committee
- UNDP:** United Nations Development Programme



OUTPUT 1: Institutions at national, district, and community levels have improved technical capacities to reduce risks, manage and respond to natural disasters and limit gender-differentiated impacts

1.1. Results achieved and evidence

1. The training of 114 SEDIMAC member's is a direct capacity development strategy aimed at strengthening institutional and individual capacities for decentralized entities on DRM at grass root levels.
2. Technical capacity is continuously reinforced and strengthened through capacity building and financial support since the all of the project staff have been monitored and remunerated on time.

Activity 1.3 : Enhance the capacity of DRR/DRM organizations involved in disaster management: MINEMA, METEO Rwanda and local staff including disaster management committees

Key achievements : : Basic DRR training for SEDIMAC members in Karongi and Rutsiro District

A total of 17 Sector Disaster Management Committees (114 members) from Karongi and Rutsiro Districts were trained. The 17 sectors with SEDIMACS trained are namely Twumba, Rwankuba, Mutuntu, Gashali, Murundi, Ruganda, Murambi of Karongi District and Rusebeya, Mukura, Manihira, Boneza, Ruhango, Musasa, Gihango, Mushubati and Muranda Sectors of Rutsiro District.

The SEDIMAC members trained in each sector are :

1. Executive Secretary
2. Senior Military Commander
3. Sector Police Commander
4. Head of Health Centre in the Sector
5. Representative of Rwanda Red Cross at Sector level
6. Representative of Reserve Forces at Sector
7. Sector Social Affairs

The training equipped the local authorities with basic knowledge and understanding of the concepts of disaster risk management and disaster risk reduction. It also promoted local authorities' grasp of the importance of mainstreaming DRR in the District Development Plans (DDPs). The training also helped the SEDIMACs to understand their role and responsibilities in Disaster Risk Reduction at District and Sector level respectively. They were trained also on different ways to prevent from major disasters occurring in the region. It likewise increased awareness of the local authorities on the hazards.

Change in plan

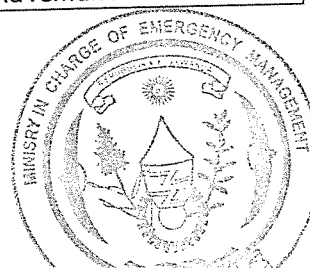
We had planned to train SEDIMAC members in the City of Kigali especially in Nyarugenge, Gasabo and Kicukiro Districts however the funds to implement the activity were not accessible to be used in due time. The activity was postponed to next quarter.

Activity 1.5: Support program personnel to manage and coordinate the program (Salary for project staff and communication (Support to SPIU))

Key achievements : Pay project staff salaries

All programme staff were regularly remunerated, provided with communication to manage day to day activities. They were monitoring activities of previous projects and preparing Annual work plan, Quarter Work Plan, implementation plan, follow up of activities to open new account for this current project.

Technical capacity is continuously reinforced and strengthened through capacity building and financial support since the all of the project staff have been monitored and remunerated on time.



The 5 DDMOs have been provided with office materials, airtime and fuel to operationalize project activities on the ground.

Change in plan

The requirement to get and use budget took long time than expected this impacted the implementation of the work Plan. Since we were allowed to use the new bank account from April 2019, the planned activities will also be implemented starting from April 2019. The MINEMA Officials together with Programme staff were committed to speed up the implementation of planned activities to recover the delay and request for funds of next quarter by Early May 2019.

Output 2 : Population, local authorities and institutions (which institutions) have increased knowledge and skills of risks from evidence-based disaster risk assessments

Results achieved

Raising public awareness and educating the public about disasters, disaster risks and disaster risk reduction and management are all key elements of capacity development targeting institutional or organizational and individual levels i.e. communities , local leaders, etc.

Activity 2.2: Implementation of National Risk Atlas Recommendations

Achievement: Only the concept note to undertake a workshop for MINEMA staff developed. The workshop is planned to be facilitated by the consultant/Experts who developed the National Risk Atlas.

Change in plan

The activity to implement National Risk Atlas recommendations was revised because the staff requested an advanced workshop to have common understanding on the recommendations raised in the National Atlas. An advanced training on the content and recommendations of National Risk Atlas is planned for next quarter.

Activity 2.4. Conduct DRR awareness raising activities among population through TV/radio programmes and production targeting vulnerable population and including specific gender awareness activities

Key Achievements

Production of shows has been posted on YouTube for sensitization on disaster risk reduction for the use of social media. The public awareness messages on DRM and disaster risks especially on prevention from heavy rains and winds was disseminated during this rain season.

Activity 2.6: Collect, document and cover disaster data, events and evidences through digitalized system for public awareness and communication



<p>Achievements :</p> <p>The communication team worked on collection of information, Production and dissemination of short videos to sensitize the population on prevention and mitigation of Disaster risks. Production of short messages on stickers for sensitization on disaster Risk reduction. The communication team which performed the activity was remunerated</p>
<p>Output 4 : Communities have strengthened capacity to mitigate, adapt and respond to b disaster risks</p>
<p>Results achieved and evidence</p>
<p>Only preparatory activities to select the most affected sectors and discussion on the kind of micro-projects to be implemented by Disaster affected population were conducted. The achievements at output level will be reported later.</p>
<p>Activity 4.1. Assist districts prone to disasters in managing disasters where there is no District Disaster Management Officer (DDMO)</p>
<p>Achievements: The five (5) DDMOs performed their duties related to DRR/M in the Districts where each one is deployed (Burera, Huye, Karongi, Nyarugenge and Rwamagana District). The DDMOs have been regularly remunerated.</p>
<p>Activity 4.4: Support the implementation of innovative mitigation and adaptation measures through community-based approach including specific measures implemented by local women's groups'</p>
<p>Achievements: During the joint implementation workshop in MINEMA Operation room , the SPIU staff together with the Staff of Disaster Recovery and Response Unit selected Nyabihu District as the area where the flood mitigation measures will be implemented.</p>
<p>Change in plan</p>
<p>The activity on Support the implementation of innovative mitigation and adaptation measures through community-based approach including specific measures implemented by local women's groups' is continuing in the next quarter April to June 2019.</p>
<p>Activity 4.5: Support innovative socioeconomic initiatives of population vulnerable to disasters</p>
<p>Key achievements: Selection of two Sectors and some micro-projects able to generate at least the same revenues as prior to disasters.</p> <p>The DDMO in Karongi District met Sector officials in Rwankuba and Murundi Sectors to discuss on how the disaster affected people will be supported so that they run micro-projects to recover from disaster effects. The sectors visited are the most affected by the landslides and heavy rains occurred in last year 2018 in Karongi District.</p> <p>District leaders together with affected community proposed some micro-project able to generate at least the same revenues as prior to their displacement which may benefit from cash grant as listed below:</p> <ul style="list-style-type: none"> - Agriculture project

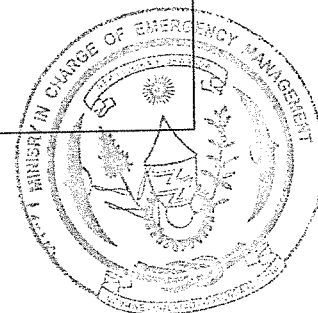


<ul style="list-style-type: none"> - Livestock - Handcraft - Carpentry - Masonry - Tailoring <p>They agreed to set up criteria to select beneficiaries in the next meeting with community members at cell level.</p>
<p>Activity 4.6 :Carry out demonstration and create awareness on fire and lightening prevention through installation of model lightning rods and fire extinguishers in public buildings</p>
<p>Change in plan</p>
<p>The activity about fire drill was postponed for April 2019 in Rulindo, Gakenke and Musanze Districts</p>
<p>Activity 4.7 :Support to population affected by disasters; Assist timely all disaster victims with relief assistance</p>
<p>Change in plan</p>
<p>Activity (Support to population affected by disasters; Assist timely all disaster victims with relief assistance) postponed to next quarter April to June 2019</p>

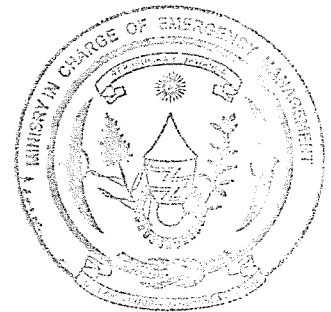
4. Overall Challenges, Recommendations and Lessons learnt

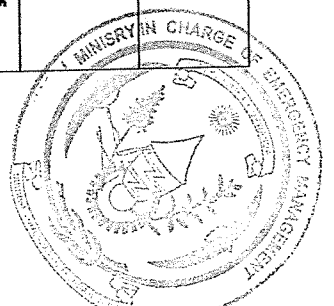
The funds transfer, the opening of new bank account and challenges to access the budget on the account through IFMIS delayed the implementation of planned activities which would be done by quarter one. But many of them are continuing in the next quarter (April to June 2019), we are speeding up the process to catch up the time delayed.

Key challenges and risks	Recommended solutions
<p>1.Planned activities postponed and continuing in the next quarter are listed below:</p> <ul style="list-style-type: none"> • Support to the effective operation of NPDM and to the development, update and dissemination of DM policies, strategies and plans (Postponed) • Implementation of National Risk Atlas Recommendations (continuing) • Support the implementation of innovative mitigation and adaptation measures through community-based approach including specific measures implemented by local women's groups'(continuing) • Carry out demonstration and create awareness on fire and lightening 	<p>The uncompleted activities have been postponed to the month of April 2019. The MINEMA officials in the Units of Disaster Prevention & Mitigation and Response and recovery will work together with Programme staff to complete the postponed activities in April 2019.</p>



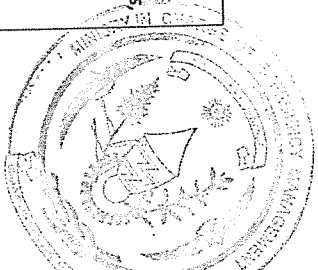
<p>prevention through installation of model lightning rods and fire extinguishers in public buildings(continuing)</p> <ul style="list-style-type: none"> • Support to population affected by disasters; Assist timely all disaster victims with relief assistance (postponed). 	
<p>2. Financial report not yet compiled</p>	<p>As there are no payments so far done, the financial report will be provided later.</p>
<p>Lessons learned and/or good practices:</p>	
<p>The programme staff work together with other MINEMA Officials involved in DRR/M to implement project activities speed up the implementation and reduce the delay in implementation.</p>	
<p>LNOB & Gender</p>	
<p>LNOB and Gender equality and women’s empowerment was considered and empowered in planning documents including project document, annual plan and quarterly plans and we expect to be respected in effective implementation of the plans from April 2019 especially at grass root level with project beneficiaries/partners .</p>	



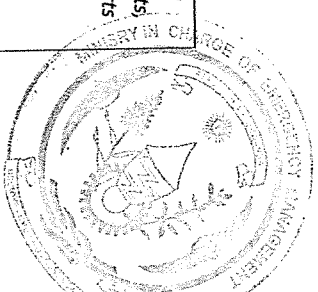


5. Results Framework Summary-Monitoring of the indicators by quarter

		Outcome1: Increasing resilience to climate and natural disaster through evidence-based disaster preparedness and effective early warning system."		Achieved (Data collected)						
EXPECTED OUTPUTS	OUTPUT INDICATORS	Baseline	Project target	Year 1	Q1	Q2	Q3	Q4	Final	Source of data
<p>Output 1</p> <p><i>institutions at national, district and community level have improved technical capacities to reduce risks, manage and respond to natural disasters and limit gender-differentiated impacts (CPD)</i></p>	<p>1.1 Number of MIDIMAR and Meteo Rwanda staff, NPDM focal points, and members of DIDIMACs and SEDIMACs trained that have improved technical skills in risks reduction, management and response to natural disasters and limit gender-differentiated impacts</p>	<p>88 MIDIMAR, NPDM, DDIMACs and SEDIMACs</p> <p>18 Meteo Rwanda staff</p>	838	238	17 SEDIMACs					<p>Training reports/ Progress reports</p>



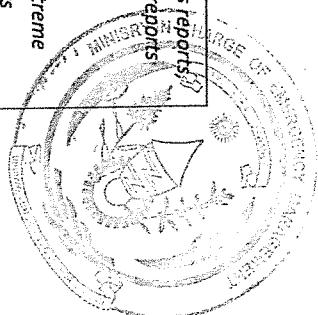
	<p>1.2 Number of DRM policies, strategies, plans, and operating procedures developed, updated, and published</p>	<p>18, namely: - National Disaster Management Policy and law - National disaster risk management plan - National response and recovery strategy - National preparedness and response plan, for El Niño, Volcanic eruption, - 12 Contingency plans (animal and plant disease, drought, volcanic eruption, earthquake, industrial disasters, flood, landslide, fire, storm, terrorism attacks, El Niño)</p>	<p>2018</p>	<p>22</p>	<p>0</p>					<p>NPDM meeting report, review workshop reports, Progress report, IMHIGO (performance contract) reports</p>
	<p>1.3 % of policies, strategies and plans which contribute to limiting gender-differentiated impacts</p>	<p>100%</p>	<p>2018</p>	<p>100%</p>	<p>0%</p>					<p>NPDM meeting report, review workshop reports, Progress report, IMHIGO (Performance contract) reports</p>



	<p>1.4 Number of development sectors and districts in which DRR is updated and mainstreamed at national and local level</p>	<p>9 development sectors - Education, Infrastructure, Agriculture, Environment, Health, ICT, water and sanitation, urbanisation and urbanisation</p>	2018	2 sectors	0					<p>Workshop and meeting reports, progress reports, IMIHGO (Performance contract) reports</p>
<p>Output 2 Population, local authorities and institutions (which increased knowledge and skills of risks from evidence-based disaster risk assessments</p>	<p>2.1 Extend to which National hazard risk profiles updated and digitized</p> <p>0 not updated and not digitized 1 updated 2 updated and digitized</p>	<p>0 Existing National Risk Atlas (2015)</p>	2015	0	0					<p>Revised National Risk Atlas, Progress report, Annual report</p>
	<p>2.2 Percentage of Rwanda's population in selected 10 districts prone to disasters aware of disaster risk</p>	<p>56 % of Rwanda's population in 10 districts prone to disasters aware of DRM</p>	2016	80%	56%					<p>Survey report review Risk: people relocating from other places not aware of DRM</p>



		2.3 # of targeted development sectors and districts which have implemented at least 50 % of the risk assessment recommendations	0 sector 0 District	2018	2	4												Atlas recommendation Monitoring and Evaluation reports/ Workshop reports / Progress report
Output 3 <i>Enhanced multi-hazard early warning systems to enable effective preparedness, response and recovery</i>		3.1 Number of simulation exercises for disaster preparedness and response conducted at the national and district level	1 Simulation exercise conducted (mass movement of population)	2017	0													Simulation exercise report/ progress reports/ IMIHIGO report
Output 4 <i>Communities have strengthened capacity to mitigate, adapt and respond to disaster risks</i>		4.1 Number of households (gender-disaggregated, female-headed and male-headed) having benefitted from the implementation of disaster mitigation measures	About 2,000 households (8,000 people) have benefitted from disaster mitigation measures in Gakenke and Ngororero Districts	2018	150													Progress reports, Annual reports
		4.2 % of households (gender-disaggregated, female-headed and male-headed) supported through livelihood intervention able to generate at least the same revenues as prior to their displacement	- 100% for the 220 households trained and supported through TVET in Ngororero district -100% for the 740 households from 37 associations supported through start-up grants in Gakenke district	2018	100													Progress reports, Annual reports, Surveys



	<p>4.3 Percentage of vulnerable population affected by disasters at the level 3 and 4 benefiting from response and recovery interventions</p>	<p>90 % of vulnerable population affected by landslide in Gakenke district supported through response and recovery</p>	<p>2017</p>	<p>90%</p>	<p>0%</p>					<p>Progress reports Annual reports Risk: extreme disasters requiring extraordinary response and recovery</p>
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6. Financial Summary

6.1 Expenditures per output

This section is not completed due to reasons indicated below this following table.

Quarterly financial report					Annual financial summary			
	Q1 Budget allocation (USD)	Q1 Expenditure (USD)	Balance for Q1 (US\$)	Delivery rate for Q1 (%)	Notes (Explain reason if there are differences between budget and expenditure)	Annual Budget allocation (USD)	Annual expenditure by end of Q1 (USD)	Delivery rate at end of Q1 (%)
Output 1								
Output 2								
Output 3								
Output 4								
TOTAL								

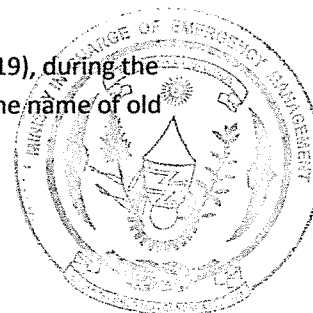
For the financial data, there are no payments done so far due to different challenges

1. After signature of new project in December 2018, we requested the budget for quarter one under the name of new project. However at the time of disbursement in **February 2019** (at the end of transfer process), UNDP finance department noticed that there should be specific new account dedicated to new project to be created which required also going through different process between MINEMA, NINECOFIN and BNR.

Action taken: The new account was created on **13 March 2019** entitled MINEMA DISASTER RISK MANAGEMENT number **1000050225**

2. After creation of the new account, UNDP disbursed to the new account the fund of quarter one on **25/03/2019**
However, to use that budget MINECOFIN informed that it will not be possible in that period as the budget revision period was closed in **January 2019** without integrating in IFIMIS the activities of new project for fiscal year ending by July 2019 so that it would be budgeted in national budget. The other possibility was to wait for the next financial year (July 2019 to June 2020) as the local mode is no longer acceptable.

Fortunately, from the past routine (experience of October to December 2019), during the budget review, the new project activities were integrated in IFIMIS under the name of old project "capacity building"



Action taken: after technical consultation with MINECOFIN, it was decided to associate the new account with the old project name containing the activities of new project as they were already in the IFMIS as the only possible alternative to be able to spend the budget on our account. This was done and communicated on **08 April 2019**. So during this period of time, activities were centred on administrative and planning activities and provision of support in implementation of activities financed by ordinary budget.

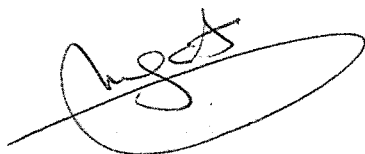
6.2. Expenses to be refunded once project bank account is operational

The Ministry In charge of Emergency Management facilitated the payment of project expenses using its own polling account while the opening of new bank account and the transfer of project funds were not yet done. The expenses done which will be reimbursed with the project funds in the next quarter April to June 2019 are amounted to Forty Five million Eight hundred Seventy Nine Thousand eight hundred and five Rwandan Francs (45,879,805 Rwf) as detailed the table below.

Description	Amount
Salary payment for January 2019	14,836,703
Salary payment for February 2019	14,161,551
Salary payment for March 2019	14,161,551
Airtime purchase for the months of January and February 2019	1,360,000
Airtime purchase for the March and April 2019	1,360,000
Total	45,879,805

Date: 15/04/2019

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