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**BACK TO OFFICE REPORT (BTOR)**

Submitted by: Benjamin Rogers  
Title: Head of Exploration  
Date Submitted: 18<sup>th</sup> Nov. 2019

**Title of Mission:**

**Grassroots Solution Mapping exercise in Eastern Province**

**1. Mission - Places visited and Period (incl. of travel days): Kono, Kenema and Kailahun districts), Sierra Leone. (12<sup>th</sup>,13<sup>th</sup>,14<sup>th</sup>, 15<sup>th</sup> & 16<sup>th</sup> November 2019)**

**2. Objective of Mission:**

1. UNDP Accelerator Lab and WFP to understand current innovation ecosystem environment in the eastern province
2. Training of 129 enumerators/field staff (NAYCOM staff, councilors, youths, etc.) on how to correctly administer the Grassroots Solution mapping questionnaires.
3. Support participants to pretest questionnaires and have hands on experience.
4. Identify and document grassroots innovative solutions from citizens and the local population that addresses challenges in areas such as provision of clean and safe drinking water, environmental friendly agriculture, food and nutrition security, solid waste management and recycling, renewable energy, information technology, land degradation and deforestation, health, women and youth empowerment, infrastructure, transportation, quality and affordable education, unemployment or any other development challenge in Sierra Leone.

**3. Mission Member:**

Mission Member(s):

- Benjamin Rogers – Accelerator Lab - UNDP
- Tuzlyn Bayoh – Accelerator Lab – UNDP
- Francis Rogers – WFP
- Moses Conteh – Driver WFP
- Philip Bayoh – Driver, UNDP

**4. Cost n.a. (UNDP-ACC LAB, WFP)  
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**Brief Summary of the Mission:**

The Accelerator Lab is part of an ongoing transformation of how UNDP works in Sierra Leone. As a pilot country, the Lab in collaboration with the government of Serra Leone, WFP and other partners carried out a five days grassroots solution mapping exercise in Kono, Kenema and Kailahun districts.

The exercise was about training of participants on how to administer GSM questionnaire, supervised them to pretest selected samples and monitor on identifying and documenting individual innovators, as well as organizations, entities, structures, etc. working on innovations that are either technologically or non-technologically oriented in communities. The lab believes that local initiatives work better by making use of local knowledge and assets. We also believe that people living close to a problem have first-hand knowledge and skills which can be harnessed to effectively tackle the problem and can produce bigger and more sustainable results. It is against this backdrop that UNDP Accelerator Lab and WFP engaged in this sense making exercise for enumerators in the east.

UNDP strongly believes that in a world of increasing demand to accelerate solutions, a single individual, person or organization does not possess the specialized skills to develop and commercialize an innovation from conception to implementation and growth. There is a need for partnerships to build an effective ecosystem, which materializes when the individual contributions of different actors are combined.

**Methodology**

A mixed method and participatory approach were employed in conducting the exercise. The approach involved:

1. **Observation** – The team went to different places and observed how different people address problems in local communities.
2. **Interviews** - The team administered simple structured questionnaires that considered the participation of all respondents. Their involvement took the form of conducting interviews with some and self-reading and providing answers to the basic questions for others.
3. **Digital solution Safari** – the team further conducted video and audio interviews and took pictures of respondents and their innovations.
4. **Social Media platforms** – WhatsApp groups were created for each district, involving district participants/enumerators and Acclab team.

#### Activities:

The activities below were carried out in every location the team went.

##### ❖ **Meetings with Stakeholder to map areas and agree on tasks:**

The team held meetings with key district representatives, NAYCOM staff, youth representatives and councilors in all three districts. Purpose of the meeting was to let them understand the purpose of our trip, map areas of intervention, agree on roles and responsibilities, and the UNDP, WFP joint venture.

##### ❖ **Training of field staff on data collection:**

District	Quantity planned	Quantity trained	%
Kono	37	30	81
Kailahun	39	24	62
Kenema	53	31	58
	<b>129</b>	<b>85</b>	<b>66</b>

Those who couldn't make it for the training were mainly councilors from a far to reach areas. Majority were however contacted on phone and detailed explanations on the exercise given to them. They will also be included in the district watsap groups.

##### ❖ **Pre-testing of sampled questionnaire:**

A total of 15 questionnaires were sampled in all three locations (5 per district) to ensure quality data collection.

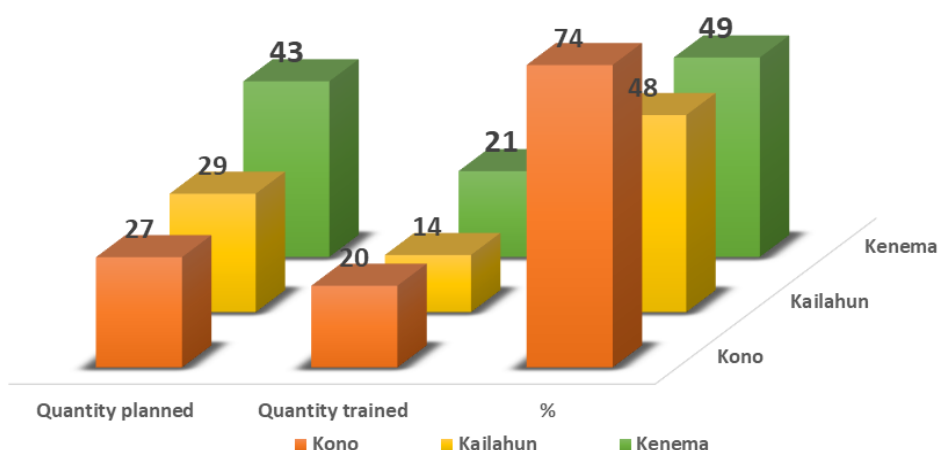
#### Achievements

- ❖ 15 NAYCOM staff, 15 youths and 36 councilors trained on how to effectively administer GSM questionnaires in Kono, Kenema and Kailahun districts.
- ❖ 10 key districts stakeholders engaged in a dialogue to have increased understanding of the operations of UNDP Acc Lab, and the joint venture with WFP.
- ❖ Monitored and supervised pretesting of 15 sampled questionnaires.
- ❖ Support the coordination of the 2019 Social Goods Summit in Kenema district.

#### Challenges and mitigation measures:

- **Differences in understanding and interpretation:** It was initially difficult to have a common understanding among participants as to what the exercise was about. The team overcame this through practical demonstration and detailed explanation.
- **Difficulty in getting ward councilors:** Getting all ward councilors to be trained in all districts was a challenge. Some special those in Kenema district were on official assignment in hard to reach communities at the time of arrival. The UNDP, WFP team called and engaged them on phone. The team agreed to send soft copy of the questionnaire to them and include them on watt sap groups.

### DISTRICTS WARD COUNCILORS



The representative from UNOPS couldn't go with the team as planned. This according to them was due to funding constrains. Instead of splitting the team as originally planned, team members decided to go to the eastern region to complete in time.

#### 6. Key counterpart (s) and persons you met in each location and their contact details:

- John L Swaray –Chiefdom Administrator Kailahun district council
- Ahmed M. Lahai – Chiefdom Administrator, Kono district council
- Mohamed CSO Sesay – Regional Coordinator, National Youth Commission, Eastern Region

#### 7. Follow-up Action Matrix

Actions to be taken	By Whom	Expected Completion Date
<ul style="list-style-type: none"> <li>• Submission of BTO report to supervisor and senior management.</li> <li>• GSM exercise in Southern Region</li> </ul>	Benjamin Rogers	18th November 2019
	Benjamin Rogers – UNDP Tuzlyn Bayoh – UNDP Francis Rogers – WFP Drivers -UNDP & WFP	19th November 2019

#### Kenema district



**Kailahun District**



**Kono District:**



**Prepared by: Benjamin Rogers - UNDP**