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**United Nations Development
Programme**

MEETING MINUTES

Submitted by: Ann-Marie Bassie
Inclusive Growth Cluster

Meeting held on: 26 September 2017

1. Title: Inclusive & Sustainable Development Growth Cluster – YEEP Project Board Meeting - Quarter 3, 2017

2. Project: Youth Employment & Empowerment Programme (YEEP)

3. Objective: Project Board Members to discuss and review progress against planned activities under AWP 2017

4.0 Agenda Item(s)	Who	Designation
Welcoming Remarks	Carine Yengayenge	Country Director a. i.
Introductions	All Participants	
YEEP implementation Progress update 2016	Ann-Marie Bassie	Programme Specialist/Manager-YEEP
Feedback from Board Members	Project Board	All Participants
Any other relevant matters	Project Board	All Participants
Closing courtesies	Carine Yengayenge	Country Director a. i.

4.1 Summary of key outcomes:

Topics Discussed	Presenter
<ol style="list-style-type: none"> 1. Progress update on YEEP Implementation AWP 2017 activities. 2. Request for additional resources to support outstanding YEEP Activities due to funding gaps In the YEEP budget. 3. Feedback on Presentation <p>Action taken: The YEEP AWP 2017 Project implementation activities were deemed satisfactory by the Project Board Members and approved the request for additional resources for implementation of the outstanding YEEP activities for 2017.</p>	Programme Specialist/Manager
<p>Presentation: (See attached)</p> <p>The following topics were part of the progress update presentation made on YEEP AWP 2017 activities.</p> <p>Progress on two outputs include;</p> <ol style="list-style-type: none"> 1. a) Employability of youth is enhanced through career advice, internship programmes and 	Ann-Marie Bassie: YEEP Programme Specialist/Programme Manager

62

<p>entrepreneurship development and b) NAYCOM and MoYA are able to lead and coordinate youth policy and programmes in the country.</p> <ol style="list-style-type: none"> 2. Issues and Challenges and Coping Strategies 3. Sustainability of the YEOP 4. Way Forward 5. Due to funding gaps in the YEOP 2017 budget, a request for additional resources to support 6 outstanding activities in the AWP 2017 was made, (See List of Outdating activities attached) 		
<p>General Feedback/Comments/Observations on presentation.</p> <ul style="list-style-type: none"> ✓ Expressed utmost appreciation to the UNDP for their technical and financial support provided to the youth sector in the country. Thanked the UNDP for its tremendous support to youth activities in the country. UNDP has been the most sustainable Development Partner. ✓ Stressed the importance of readily available data of youth benefitting directly from the YEOP activities from the various projects (i.e. BDS, CAPS GIP, and Agribusiness). YEOP must track gains made since the inception of the programme in order to demonstrate its success. i.e. a comprehensive data of youth who have gained jobs in order to celebrate achievements in youth employment creation. ✓ Scaling up of YEOP budget and exploiting other avenues to source funds for the current project activities. Robust resource mobilization efforts is therefore very critical. ✓ Emphasis is placed on civic education and peace building initiatives for the youth especially with the upcoming elections in March 2018, as a way to engage the youth to control/mitigate probable political violence. ✓ A Youth Development fund initiative has been tabled in parliament and is awaiting approval. When approved, the fund will be launched followed by development of an act as a legal framework for the funds. This funding window is expected to address youth led project activities/interests in the country and will be 	<p>Bai Mamoud Bangura – Minister of Youth Affairs(MoYA)</p>	

02

presented to donor agencies, particularly the UNDP for their support.

- ✓ Appreciated UNDP's support to the National Youth Service (NYS) Scheme. The NYS Secretariat is operational but still constrained for funding. The Secretariat is planning to carry out its initial pilot deployment of 500 youth to various employment agencies for job placements. Target for 2018 is 1,000 youth.
- ✓ The Youth Connekt Programme is of high priority to his ministry and implored for a speedy launch of the programme.

- ✓ Thanked the UNDP for their continuous support to the Youth Ministry and the Commission and commended UNDP's Technical Staff entrenched at the Youth Commission for their tremendous efforts in supporting both institutions.
- ✓ The establishment of Guidance Counselling at the various CAPS Centres should also be considered as a key milestone for sustainability of the CAPS Programme.
- ✓ Developing a strategy to mobilize more resources is key for the programme especially in the current situation of dwindling funds every year for the YEEP project activities.
- ✓ UNDP has not made much inroads in Civic engagement for the youth leading to the upcoming elections. This is crucial in the midst of the upcoming political elections to create a platform for civic engagement.
- ✓ The National Youth Development Fund could be managed under a two-pronged approach i) the Ministry of Youth Affairs to facilitate the approval of the fund by Cabinet and ii) UNDP to support the development of the implementation framework and to manage the fund.

Anthony Koroma-Commissioner-NAYCOM

<p>✓ Thanked the minister for his continuous presences at YEEP Board meetings which demonstrates his commitment to the programme.</p> <p>.....</p>	Musu Bangura	
<p>✓ In order to draw important lessons for resource mobilization, there is need to know why the AfDB's failed to collaborate with UNDP for YEEP 3.0, but worked in partnership with NAYCOM instead.</p> <p>The Commissioner responded that AfDB's first priority was to work with a Government Agency. However, due to administrative challenges between the then minister and the Youth Commissioner, UNDP was the second choice. But with the change of leadership at the youth ministry, AfDB felt they could work with a government agency, i.e. through NAYCOM.</p> <p>.....</p>	Ghulam Sherani	
<p>✓ Informed that UNDP has a Peace building project under the Governance Cluster, which will address, among other things, youth civic engagement including peace building initiatives to address Clique Gang issues and election violence etc.</p> <p>.....</p>	Samuel Palmer	
<p>✓ UNDP, in their Corporate Planning System, have all the relevant data which will be share with the minister. This was in response to the Minister's statement on statistics on number of youth benefiting from the YEEP.</p> <p>.....</p>	Carine Yengayenge	
<p>✓ Drafting of AWPS will start early this year, by November and preferably, all AWP's will be signed by end of year, 2017.</p> <p>.....</p> <p>UNDP may review the possibility of covering partially or entirely, the gap of \$US 69,000 as presented. TRAC funds may be the targeted source of funding.</p>		

22

Any Other Relevant Matter	
Request for additional resources to support 6 outstanding activities in the AWP 2017	
<ul style="list-style-type: none"> ✓ UNDP has received additional funds under TRAC Funding and will look at how much could be supported for the YEOP. Advised that the request for the additional funding of \$69,000 is submitted to management and management for appreciation. 	Carine Yengayenge
Closing Courtesies	
<ul style="list-style-type: none"> ✓ Commended the YEOP Team for their good performance in terms of programme deliver, and for being the highest in the entire UNDP Office. ✓ Thanked all for their commitment and support for the Youth Employment and Empowerment Programme. 	Carine Yengayenge

4.2 Summary of Action Items

Action Item(s)	Responsible
<ul style="list-style-type: none"> ✓ Arrange meeting with the governance unit for youth civic education and peace building initiative engagements. 	YEOP
<ul style="list-style-type: none"> ✓ Provide data on number for YEOP supported beneficiaries to the Minister of Youth Affairs and NAYCOM 	MOYA/NAYCOM/UNDP
<ul style="list-style-type: none"> ✓ Continue joint monitoring activities with MoYA and NAYCOM. YEOP to draw up a monitoring plan with the ministry and the Commission for the rest of the year. 	MOYA/NAYCOM/UNDP
<ul style="list-style-type: none"> ✓ Presentation made to Board Members is shared to all 	Programme Specialist/Manager
<ul style="list-style-type: none"> ✓ To revisit the coordination framework that was developed by a consultant with UNDP. The document is available with the NAYCOM Programme Manager, Mr. Momodu Wudie. ✓ UNDP to support MOYA to enable it to develop and implement a Coordination framework. 	MOYA/NAYCOM/UNDP
<ul style="list-style-type: none"> ✓ UNDP to develop the implementation framework for the proposed National Youth Employment Basket Fund. 	UNDP/ NAYCOM/ MoYA
<ul style="list-style-type: none"> ✓ YEOP to submit request for the additional funding of \$69,000 to management and management for appropriate action. 	
<ul style="list-style-type: none"> ✓ Based on the \$69,000 request made for additional funding to implement 5 outstanding project activities, it 	

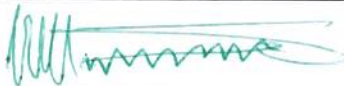


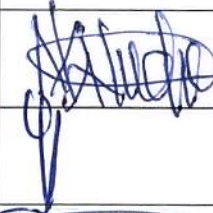
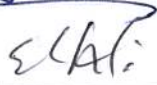

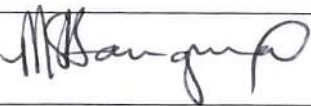

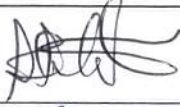

62

was advised that the YEEP team submit a formal request to UNDP management in respect of the request.

4.3 NEXT MEETING

The next meeting will be held in the 4th quarter of 2017. Date to be communicated to Project Board Members.

4.4 ATTENDANCE

1. Attendees:	Signature	Date
Bai Mamoud Bangura - Minister of Youth Affairs (MOYA)		27/10/17
Anthony Koroma- Commissioner-National Youth Commission (NAYCOM)		27/10/17
Momodu Wudie, Programme Manager, NAYCOM		23/10/17
Carine Yengayenge, Country Director a. i. UNDP		14 Nov 2017
Ghulam Sherani -Team Leader Inclusive Growth –UNDP		23/10/2017
Samuel Palmer –Deputy Team Leader Inclusive Growth – UNDP		23/10/17
Musu Bangura, Gender Specialist, UNDP		23/10/2017
Ann-Marie Bassie-Programme Specialist/Manager, UNDP (YEEP)		07/11/2017
Hassan Conteh–BDS Officer, UNDP (YEEP)		23/10/2017
Pious Bockarie- Programme Manager- Local Governance and Economic Development (LGED), UNDP		23/10/2017
Pieros F. Vangahun, Afford SL		