

**Project Appraisal Committee (PAC) Meeting for Ten Island Challenge Project
24 September 2015
UN House, Christ Church, Barbados**

Agenda

- Welcome and introductions
- Objective of the PAC meeting
- Presentation of the project
- Review of QA
- Discussion and recommendation to approve/reject/revise
- Close

Meeting commenced at 10:17am

Welcome and Introductions

The Deputy Resident Representative Ms Chisa Mikami commenced the meeting and welcomed everyone to the meeting. She also explained the purpose of the PAC meeting highlighting that the aim was to assess the quality of the project design, provide comments on the project document to ensure collective agreement on the project document, the management arrangements and the project strategy going forward. Ms. Mikami then invited Mr. Locke (Carbon War Room) to give a background/summary of the project.

Mr Locke explained that the project was conceptualized by Carbon War Room out of the Rio+20 UN Framework Convention on Climate Change. The project's essential aim is to work with Caribbean islands to accelerate their transition off fossil fuels and support governments in the region on de-risking RE projects; competitive procurement relating to RE; and capacity building on these projects. To date the following countries are part of this project: Aruba, Anguilla, Grenada, Montserrat, Belize, Bahamas, St. Lucia, the Columbian islands of San Andres and Providencia and St Kitts and Nevis.

Mr. Locke also highlighted that Carbon War Room is now a business unit under the Rocky Mountain Institute and they are in the process of a rebranding exercise which will evolve into a larger programme. The project is also supported by the Clinton Global Initiative.

Overview of the Project

Project Co-ordinator in the Energy and Environment division, Mr. Jason LaCorbiniere provided an overview of the Project document highlighting the three major components/outcomes of the project:

- Outcome 1 – Policy De-risking Measures – key objectives under this outcome included 1.1) a number of goal and vision statements for each country and EE/RE road map; 1.2) de-risking the RE space/policies; community of practice; collaboration and learning virtual platforms/repository.

Indicators are:

- Implementation of ten (10) RE strategies
- Implementation of cohesive and comprehensive policies/plans regarding the RE approach/framework in seven (7) countries
- Application of de-risking methodology in ten (10) islands

- Outcome 2. Institutional and Technical Capacity – This included a Young Leaders Network and key indicators under this outcome were:
 - two stakeholder partnerships;
 - 500 – 1000 local counterparts with improved capacity to partake in RE/EE developments
- Outcome 3. Investment Projects and Financial Mechanisms – This essentially is the development of an investment pipeline and the de-risking of equity pipeline. The key indicators for this outcome included:
 - 294 MW additional installed RE capacity;
 - Minimum of 2500 additional beneficiaries or RE;
 - 4 partnerships with approaches to financing

There were some clarifications/amendments¹ to the indicators. Mr. Locke proposed the following amendments:

- The young leaders programme should now be integrated into the community of practice (there should be no disaggregation).
- Under outcome 1 – Amend to reflect five (5) countries to have RE strategies in place; Five to six islands applying de-risking methodology.
- Under Outcome 2 – Amend indicator reflecting number of local counterparts with improved capacity. Change from 500-1000 to 300-800.
- Under Outcome 3 – Amend 294 MW additional capacity to 80 – 90 MW which was highlighted as more realistic
- Mr. Locke also iterated that the Transition playbook noted is the US department of Energy Transition playbook
- Leslie Labuto (Clinton Initiative) advised that her organization was also researching areas relating to women in Ministerial or management positions and the possibilities for integration of that research with this project

Management Arrangements

The Programme Manager explained that the project would be classified as a nationally implemented modality (NIM) with CWR/Rocky Mountain Institute as the NGO implementing partner. As a result, once the Project Cooperation Agreement is signed (and all other necessary documentation), UNDP will advance funds to CWR and CWR will report on those funds through FACE forms and all other necessary document for a NIM project. UNDP would also provide monitoring and oversight of the project with CWR reporting to the project's Project Board (PB) every six months. It was also recommended that PB member from the beneficiary countries should be rotated. Mr. Locke advised that an added criteria can also be that PB members from the most active beneficiary countries (this will be on a rotation basis as well).

The Communications, Learning & Knowledge Sharing, Reporting and Annual Reporting areas were also discussed. In relation to these areas the following was agreed:

- Communications – Mr Locke asked that the Communications Specialist be provided with the communication guidelines

¹ The making of amendments with regards to indicators were approved by GEF focal point out of the UNDP Panama office. It was highlighted that the targets can be amended but not the entire Outcome

- Reporting – a Risk log is attached to the project. Reporting should follow UNDP quarterly reports guidelines and note the provision of an annual GEF report (due in June)
- The audit cost for the mid-term evaluation was specified as \$30,000. Ms. Wade (Belize) advised that for a NIM audit this cost may be more. It was decided that Ms. Hinds will make the necessary amendment.
- The possibility of a project launch was discussed and it was noted that this could be facilitated at the beginning of the training in Aruba and would feature a 15 min presentation to the public (media).

Review of QA

It should be noted that the records below are reflective only of questions where amendments were made. All other questions not noted below remain as they were previously.

- Q2 – change to 4 – no evidence provided
- Q3 – change to 3 – there will be a series of workshops including government. Also take note from the PB requirement in the ProDoc
- Q5 – change to 1 – this is reflected under Outcome 3
- Q13 – remains as Yes but note that slight changes need to be made to the budget
- Q14 – change to Yes – this is because it is a NIM (It is noted that DPC is included but kept within the 10% GEF guideline for project management costs)
- Q15 – change to 4 – there is evidence of meeting etc to determine appropriate modality
- Q16 – stay with No – Evidence/Justification: “through transition process stakeholder will design their national programme”
- Q18 – keep at 0 – Evidence/Justification: “Gender will mainstreamed in project messaging and project will have impact in that in ensure the incorporation of gender discourse at the level of sector planning
- Q20 – change to 1 – Evidence/Justification: include Clinton initiative around women’s leadership
- Q21 – change to 3 – Evidence/Justification: “the project supports the SG Energy 4 all initiative which is human rights based”
- Q23 – change to Yes – this has been completed.
- Q26 and 27 – Mr. Locke was asked to provide a paragraph regarding the transition plan
- It was noted that these amendments will be made by QA focal points and Project Coordinator for submission and that the new grading for the QA will be circulated post-meeting.

Recommendations/Next Steps

Ms. Wade advised that she will meet with her national counterparts on Monday 28th September with respect to the project and the comments discussed.

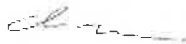
Columbia requested a week for the circulation of their comments.

The deadline for submission of comments is September 30th 2015 and document will be finalized by October 2nd 2015.

Close

Ms. Mikami thanked all present for attending and the meeting concluded at 12:30pm.

Attendee Name	Organisation
Chisa Mikami	UNDP Barbados and OECS
Danielle Evanson	UNDP Barbados and OECS
Jason LaCorbiniere	UNDP Barbados and OECS
Cherry-ann Hinds	UNDP Barbados and OECS
Stewart Frederick	UNDP Barbados and OECS
Justin Locke	Carbon War Room/Rocky Mountain Institute
Roy Jorbert	Rocky Mountain Institute
Fitzroy James	Ministry of Economic Development - Grenada
Richard Kelly	Programme Specialist, Jamaica
Leslie Labuto	Director Clinton Institute
Jewel Miller-Findlay	Environment Department – St Vincent and Grenadines
Diane Wade	UNDP Belize



Chisa Mikami
UNDP



Justin Locke
CWR/RMI