



Empowered lives.  
Resilient nations.

QUARTERLY PROGRESS REPORT

<b>Country:</b>	<b>JAMAICA</b>		
<b>Reporting period:</b>	October 1, 2013 – January 31, 2014		
<b>Project number and title:</b>	Project Number: 00079489	Atlas Award ID 00062148	
<b>Project Duration:</b>	Mainstreaming Migration in National Development Strategies May 1, 2011 – January 31, 2014		
<b>Implementing Partner:</b>	Planning Institute of Jamaica		
<b>Responsible Parties:</b>			
<b>Overall Project Coordinator:</b>	Mr. Easton Williams		
<b>Date:</b>	January 23, 2014		
<b>Initial Approved Budget:</b>	US\$ 104,591.46	<b>Revised Approved Budget:</b>	US\$123,651.97 <sup>1</sup>
<b>Current quarter advance:</b>	0	<b>Current qtr exp:</b>	US \$28,320.97
<b>Annual expenditure to date:</b>	JMD \$119,113.07	<b>Current Year Delivery to date:</b>	96.3% <sup>2</sup>

A. QUARTERLY SUMMARY OF ACTIVITIES

<sup>1</sup> This reflects the revised UNDP budget for the period January 2013 to September 2013 and also includes the budget for the bridging period October 2013 to January 2014, which was granted by the SDC.

<sup>2</sup> The amount reflects delivery rate for UNDP project expenditure.

The following activities were undertaken during the period October 1, 2013 – January 31, 2014:

- I. Presentation of the draft Cabinet Submission and National Policy and Plan of Action on International Migration and Development to the Human Resource Committee of Parliament
- II. Amendments to draft Cabinet Submission and National Policy and Plan of Action on International Migration and Development based on the recommendations of the Human Resource Committee of Parliament
- III. Formulation of Phase 2 work plan activities and budget
- IV. Consultation with NWGIMD and sub committees on Phase 2 work plan activities
- V. Participation in the High Level Dialogue Meeting
- VI. Participation in Global project Board Meeting
- VII. Finalization of technical evaluation of project
- VIII. Development of migration database within JAMSTATS Database

**B. RESOURCES AND EXPENDITURE**

DONOR	COMMITTED (US\$) as per the cost sharing	RECEIVED (US\$)	RESOURCE & EXPENDITURE REPORT BY DONOR – 2013			TOTAL	Remaining Funds <sup>3</sup> (US\$) Received – Total Expenditure
			EXPENDITURE (US\$)		TOTAL		
			Period Prior to Q 4 2013	Q 4 2013			
Swiss Agency for Development and Cooperation (SDC)	123,651.97	70,808.17	89,723.99	15,551.75	105,275.74	-34,467.57	
GOJ counterpart funds	28,158.17	28,158.17	23,438.3	4,719.87	28,158.17	0.00	
<b>Total</b>	151,810.14	98,966.34	113,162.29	20,271.62	133,433.91	-34,467.57	

AND

Activity	Balance brought forward from previous quarter JAS	Requested JAS	Received JAS	Date Received	Disbursed by UNDP	Disbursed by IP JAS	Balance JAS
Output 1, Activity Result 1 – Effective work planning and production of reports: <ul style="list-style-type: none"> <li>• Project Manager support</li> <li>• Project Associate support</li> </ul>	-1,233,459.3	0	1,191,647.89	Nov. 6, 2013	1,339,146.3	1,509,003.95	-1,550,815.36

<ul style="list-style-type: none"> <li>Quarterly meeting of the project board</li> <li>Communications and Audiovisual</li> <li>Project Evaluation</li> </ul>	0	0	0	Nov. 6, 2013	138,704.6	-331,164.5
<p>Output 1, Activity Result 2: Development of the National Policy</p> <ul style="list-style-type: none"> <li>Audio Visual and Print Production Cost</li> <li>Training/Workshops/conferences</li> <li>Travel</li> </ul>	0	-192,459.9	0			
<p>Output 1, Activity Result 3: Development of a Diaspora Policy</p>	0	-416,610.19	0		0	-416,610.19
<p>Output 2, Activity Result 1: Development of sub-theme reports for use by NWGIMD</p> <ul style="list-style-type: none"> <li>Travel</li> </ul>	0	615,409.27	0	Nov. 6, 2013	0	615,409.27
<p>Output 3, Activity Result 1 Development of Implementation Plan</p> <ul style="list-style-type: none"> <li>Consultant</li> </ul>	0	901,800	0		0	901,800
<p>Output 4, Activity Result 1 Capacity of MDAs to implement National Policy on International Migration and Development</p> <ul style="list-style-type: none"> <li>Consultant</li> </ul>	0	-866,327.77	0		0	-866,327.77

Total	-1,191,647.89	1,191,647.89 <sup>4</sup>	1,647,708.55 <sup>5</sup>	-1,647,708.55
	Cash in hand @ end of reporting period			-1,647,708.55 <sup>6</sup>
	Commitments @ end of reporting period			0.00

<sup>4</sup> A total of J\$1,747,606.89 was received for reimbursement from UNDP. .

<sup>5</sup> The expended amount is equivalent to US\$15,551.75 based on the UNORE at December 31, 2013 of US \$1 to J\$105.95. Funds to cover the cost of salaries, communications and workshops were paid for by the PIOJ these will be reimbursed to the PIOJ once funds are received from the UNDP.

**C. ACTIVITIES AND ACHIEVED RESULTS**

Expected Outputs & Indicators	Activities	Results of Activities	Progress Towards Achieving Outputs
<p><b>Output 1: Development of National Policy and Plan of Action</b></p> <p><i>Baseline:</i> No National Policy on International Migration and Development</p> <p><i>Indicators:</i></p> <ul style="list-style-type: none"> <li>- Frequency of meetings of Project Board</li> <li>- Production of Policy</li> <li>- Production of Plan of Action</li> </ul> <p><i>Targets:</i></p> <ul style="list-style-type: none"> <li>- <i>Project Board meets quarterly</i></li> <li>- <i>National policy in international migration produced</i></li> </ul>	<p>Activity Result 1: <b>Effective work planning and production of reports:</b></p> <p><b>Action 1.1</b> Project Administration</p> <p><b>Action 1.2</b> Quarterly meetings of Project Board</p> <p><b>Action 1.3</b> Participation in UN High Level Dialogue on Migration and Development</p> <p><b>Action 1.4</b> Project Evaluation</p> <p><b>Action 1.5</b> Global Project Board Meeting</p> <p><b>Action 1.6</b> Preparation of End of Project Report and Lessons Learnt Document</p> <p><b>Action 1.7</b> Development of Work plan for Phase II</p> <p>Activity Result 2: <b>Development of the National Policy</b></p> <p><b>Action 2.1</b> Submission to HRC/Cabinet</p>	<p>1. Engagement of stakeholder continue in work plan execution and work planning activities for Phase 2</p> <p>2. The quarterly work plan for October 2013 – January 2014 was approved by the Project Board</p> <p>3. Three (3) member delegation participated in High Level Dialogue meeting (October 3-5, 2013) and shared Jamaica’s perspective on thematic areas for Post 2015 Development Agenda</p> <p>4. Project Evaluation Complete and findings shared with NWGIMD. Implementation of emanating recommendations and corrective actions have commenced</p> <p>5. A representative participated in Global Project Board Meeting (December 2013). Phase 2 work plan being amended to reflect recommendations and best practices that have shared.</p> <p>6. End of project report and lessons learnt document completed and ratified by NWGIMD</p> <p>7. Phase 2 work plan and Country Fact Sheet ratified by NWGIMD</p> <p>1. Submission made to joint council of the HRC/International Trade Subcommittees of Cabinet on October 4, 2013</p>	<p><b>Output achieved</b></p> <ul style="list-style-type: none"> <li>- Quarterly Project Board meetings facilitated</li> <li>- Draft National Policy and Plan of Action on International Migration and Development presented to HRC/International Trade Subcommittees of Cabinet</li> <li>- The National Policy and Plan of Action is aligned with Vision 2030 Jamaica – national Development Plan</li> </ul>

Expected Outputs & Indicators	Activities	Results of Activities	Progress Towards Achieving Outputs
<ul style="list-style-type: none"> <li>- <i>Plan of action produced</i></li> <li>- <i>Policy integrated in national development plan</i></li> </ul>	<p><b>Action 2.2</b> Presentation to HRC</p> <p><b>Action 2.3</b> Meetings to refine Plan of Action Tables</p> <p><b>Action 2.4</b> Meetings to develop the implementation plan for phase II</p> <p><b>Activity Result 3: Refinement of Draft Diaspora Policy</b></p> <p><b>Action 3.1</b> Review workshop for Draft Diaspora Policy</p>	<p>2. Presentation made October 28, 2013 and recommendations incorporated to Policy and resubmitted</p> <p>3. Four (4) Subcommittee meeting held to refine Plan of Action Tables and formulate goal and actions for new sub policy area recommended by Cabinet Sub Committees– Public Order, Safety, Security and Development</p> <p>4. Implementation plans were reviewed by sub committees to identify priority areas and gaps to be addressed in Phase</p> <p>1. Meeting facilitated August 9, 2013 to review Draft Diaspora Policy and discuss comments received from Overseas Missions</p>	

Expected Outputs & Indicators	Activities	Results of Activities	Progress Towards Achieving Outputs
<p><b>Output 2: Development of International Migration Sub Policies</b></p> <p><i>Baseline: Absence of thematic policies relating to international migration</i></p> <p><i>Indicators:</i></p> <ul style="list-style-type: none"> <li>- # of thematic sub-committees of NWGIMD established</li> <li>- # of Technical reports produced by sub-committees of NWGIMD</li> <li>- # of sub-policies produced by NWGIMD Targets:</li> <li>- 8 sub-committees of NWGIMD established</li> <li>- 8 technical reports produced by sub-committees of NWGIMD</li> </ul> <p>8 sub-policies produced by NWGIMD</p>	<p><u>Activity Result 2.1:</u></p> <p><b>Action 1.1</b> Meeting of the sub-committees</p>	<p># subcommittees meetings facilitated to discuss sub policies and priority areas for inclusion in Implementation Plan</p>	<p>Target is 100 per cent complete</p>




Expected Outputs & Indicators	Activities	Results of Activities	Progress Towards Achieving Outputs
<p><b>Output 3: Development of Implementation Plan</b></p> <p><i>Baseline: No plan to support Ministries, Departments and Agencies(MDA 's) implementation of national policy on international migration</i></p> <p><b>Indicators:</b></p> <ul style="list-style-type: none"> <li>- Consultancy for the development of implementation plan</li> <li>- Consultation with MDAs on implementation plan</li> <li>- Production of implementation plan</li> <li>- Development of M &amp; E plan</li> <li>- Measurement of indicators under national M&amp;E mechanism</li> </ul> <p><b>Targets:</b></p> <ul style="list-style-type: none"> <li>- Consultancy conducted to develop implementation plan</li> <li>- All targeted MDAs consulted on draft implementation plan</li> <li>- Implementation plan produced</li> <li>- M &amp; E plan developed</li> <li>- Measurement of migration policy indicators through Jamstats</li> </ul>	<p><b>Activity Result 3.1:</b></p> <p><b>Action 3.1</b> Identification of Migration Indicators</p> <p><b>Action 3.2</b> Presentation to Data Research and Information Systems sub-committee</p> <p><b>Action 3.3</b> Creation of migration sub-sector into JAMSTATS Data - base</p> <p><b>Action 3.4</b> Populating of available indicators in JAMSTATS Database</p>	<p>1. Indicators reviewed by National Statistics Office (Statistical Institute of Jamaica – STATIN)</p> <p>2. Indicators reviewed by Subcommittee members</p> <p>3. Database created as a sub areas under JAMSTATS Population Database</p> <p>4. Meta data sheet for 30 indicators developed. Meta data sheet for each deliverable outlines, the name of indicator, its definition, method of computation, source, limitation, its availability and its level of disaggregation.</p>	<p>Migration Data base established in JAMSTATS database January 2014</p> <p>Development of an Implementation Plan deferred to Phase 2 (refer to QWP dated April 19, 2013)</p>

Expected Outputs & Indicators	Activities	Results of Activities	Progress Towards Achieving Outputs
<p><b>Output 4: Capacity of MDAs to implement national policy on international migration developed</b></p> <p><i>Baseline: Ministries, Departments and Agencies(MDA'S) have limited capacity to implement migration policy coherently</i></p> <p><i>Indicators:</i></p> <ul style="list-style-type: none"> <li>- # of selected Ministries, Departments and Agencies (MDAs) whose capacity to implement IM policy have been assessed</li> </ul> <p><i>Targets:</i></p> <ul style="list-style-type: none"> <li>- Consultancy conducted to develop Capacity Development Strategy</li> <li>- Capacity assessment diagnosis of MDA's reviewed by targeted MDAs</li> <li>- Capacity Development Strategy developed</li> <li>- Related CP outcome: Capacity Development Support structures and methods formulated for migration policy aligned</li> </ul>	<p>No planned activities for output area for the quarter</p>		<p>Target is 100 percent complete</p>

Expected Outputs & Indicators	Activities	Results of Activities	Progress Towards Achieving Outputs
<i>to Vision 2030</i>			

**D. IMPLEMENTATION CONSTRAINTS, RISKS AND LESSONS LEARNT**

Implementation Constraints		Significance	Response/Action
1. Slow pace in the formulation of the Draft Diaspora Policy.	High?		1. Extensive coordination with MFART to identify potential risks and put in place measures to mitigate the impact on the completion of the assignment.
2. Introduction of an addition sub policy area in Draft Policy – Public Order, Safety and Security	High		2. Consultations and meetings with key stakeholders to formulate and review policy document
3. Resignation of members of project unit, a UNDP and UNFPA representatives	High		3. Drafting PIOJ project and mainstream staff to complete execution of tasks
Risks			Response/Action
			1.
<p><b>LESSONS LEARNT:</b> Stakeholder commitment and participation are essential in ensuring a shared vision.</p>			

Received 24/04/2014  


**Project Management:** Prepared by: Stacey Clarke Callum  Date: 14 April 2014  
 Approved by: Easton Williams  Date: 22/04/2014