

ANNUAL PROGRESS REPORT

Country:	JAMAICA		
Reporting period:	20		
Project number and title:	Atlas Project Number 00070518, PIMS 3619 – Piloting Natural Resource Valuation within Environmental Impact Assessment		
Project Duration:	4 years (One year extension approved)		
Donors:			
Implementing Partner:	UNDP/GEF		
Responsible Parties:	Peter Knight, CEO (NEPA), Novlette Douglas, (NEPA)		
Overall Project Coordinator:	Rosemarie Bryan – Project Analyst		
Date:	January 2012		
Current year Approved Budget:	US\$204,041.44		
Total annual advance:	US\$ 86,095.84	Total annual expenditure:	103,159.66
Annual Delivery:	51%		



Private Sector Training Session in Natural Resource Valuation

Table of Contents

I. EXECUTIVE SUMMARY	3
II. RESOURCES AND EXPENDITURE/FINANCIAL SUMMARY	4
III. ACTIVITIES AND ACHIEVED RESULTS	5
IV. IMPLEMENTATION CONSTRAINTS/CHALLENGES, RISKS, LESSONS LEARNT & RECOMMENDATIONS	9
V. PARTNERSHIPS AND SUSTAINABILITY	10
Annex I: Annual Work Plan 2011	12
Annex III: Assets Inventory	16

I. EXECUTIVE SUMMARY

The objective of the project is to develop a set of natural resource valuation tools, and incorporate these into policies and procedures governing the preparation and use of Environmental Impact Assessments. The project will demonstrate the use of these techniques to improve the decision-making process concerning development projects that may potentially affect the environment. The project will employ a strategy of targeted capacity development activities to develop a set of natural resource valuation tools that are particular to the Jamaican context, and provide training in the use of these tools.

With the slow pace of implementation of activities since inception, there were concerns that remaining activities would not be completed by project end, September 2011. The Project Steering Committee requested that a justification be submitted to UNDP for a one year no cost extension of the project. The approval was granted March 30, 2011 and the revised project end date is September 30, 2012.

The first phase of the capacity building efforts was completed with a total of 96 persons trained comprising 58 public sector, 12 private sector and 26 NGO/community group members. The training focused on raising the awareness of environmental issues within Jamaica and demonstrating how the use of NRV will help in the decision making process for projects that could have potential negative impacts on the environment. Participants were exposed to internationally developed NRV tools and the taken through the basics in terms of application of these tools. Two training manuals were produced, one for the public and private and the other for community groups as well as discussions were held with tertiary institutions on the integration of NRV within courses at these institutions. The process of Institutionalisation was advanced in UTECH with the inclusion of aspects of the NRV course in a seminar series undertaken as part of the Masters programme, MSc. Built Environment.

This first phase of training laid the foundation for the Advanced training, this will focus on the techniques used in NRV calculations and give an in-depth understanding of how to undertake NRV exercises including questionnaire design, and use of econometrics software in data analysis. Fifteen persons representing the highest performers from the first round training as well as those whose specific job functions will involve NRV have been targeted for this course. An Econometrics consultant was hired in October to deliver Advanced level Training in NRV and at the end of the year a manual for the course was prepared.

The main challenges during the year were delays in the hiring of consultants as well as the impact of delays under the EVPA project. The concerns with the quality of the technical reports submitted for the EVPA Pilot projects also stalled the progress on the initial planning for the Cockpit Country Pilot. The delays on the Cockpit Country valuation however presented the opportunity to review the feasibility of this objective based on the current thinking regarding mining in the area. As it now stands, there will be no mining activity in the Cockpit Country so another project site was selected. The project document was written in a manner that focused exclusively on the Cockpit Country and its importance nationally and internationally, project targets and indicators related to the Cockpit Country will have to be changed.

The mid-term evaluation was conducted by UNDP in October and the ensuing report is now being finalised.

II. RESOURCES AND EXPENDITURE/FINANCIAL SUMMARY

RESOURCE AND EXPENDITURE REPORT - 2011					
Donor	Responsible Party	Total Budget (US\$)	Total Advances to IP (US\$)	Total IP Expenditure US\$	Remaining Funds (US\$) Prog. Budget minus Total Expenditure
GEF		204,041.44	86,095.84	103,159.66	100,881.78
ex. Netherlands					
Ex. USAID					
ex. Trust Fund					
Subtotals:		204,041.44	86,095.94	103,159.66	100,881.78
TOTALS:		204,041.44	86,095.94	103,159.66	100,881.78

- The payment for the mid term evaluator was made directly by UNDP accounting for the difference in the amount advanced and that expended.
- The funds programmed for expenditure in the 2011 Annual Workplan incorporated all remaining activities as it was thought that the project would have ended in September 2011. The project end date was extended in March so some expenditure was strategically shifted to 2012.

III. THE ACTIVITIES AND ACHIEVED RESULTS

Expected Outputs & Indicators (including annual targets)	Planned Activities	Planned Budget	Expenditure (US\$)	Achieved Results	Progress Towards Achieving Outputs
<p>OUTPUT 1 NRV Tools Developed</p> <p>INDICATOR 1.1 with target for the year:</p> <p>- Final Draft of Source book completed and submitted for review and approval. Sensitisation sessions held and tools and techniques demonstrated.</p> <p>- EIA recommendations completed for integration of NRV into EIA process.</p>	1.1.1 Using actuarial skills initiate the development of data limited to pilot project site - Part Consultant fees Local Economic Expert	18,000	0	This consultancy was impacted by the change in the Pilot Project site from the Cockpit Country. With no project in the Cockpit Country, the objective to pilot the incorporation of NRV into the EIA process could not be achieved. The valuation will now be undertaken at a new pilot project site - the White River Valley .	
	1.1.2 Independent Consultant Evaluation - Consultant fees Technical Expert	18,000	0	With few technical deliverables to be reviewed, this consultancy was deferred to the end of the year. The process to hire this consultant was far advanced at year end with the terms of reference finalised and advertisements placed in the local media as well as on the websites of NEPA and UNDP. The responses received will be evaluated in the first last week of December with a finalised report by the first week of January 2012.	
	1.1.3 Printing of the State of the Environment Report	0	9,028.01	<p>NEPA approached UNDP for assistance with completion of the State of the Environment Report. This was approved and an additional US\$10,000 will be routed through the NRV Project. The PSC gave approval for the activity to be included in the budget for 2011</p> <p>The project supported the printing of 100 reports and 500 CDs on the State of the Environment Report 2010 prepared by NEPA.</p>	

		Planned Budget	Expenditure (US\$)		
	1.1.3 Policy negotiations to integrate natural resources valuation within the EIA process - Consultant fees Lead Environmental Economist	13,456.51	0	Draft and Revised draft Implementation Plan for undertaking integrated EIA/NRVs (Guidelines for undertaking an integrated NRV/EIA) submitted. The revised draft has been referred back to the consultant as some of the recommendations made for improvement were not included.	
	1.1.6 Mid-term Evaluator	30,000	17,900.00	The mid-term evaluation was conducted by UNDP in October and the ensuing report is now being finalised.	
	Administration – Purchase of office supplies and telephone expenses	1,500	1,196.64	Expenditure made to ensure the efficient operations of the project management unit.	
OUTPUT 1.2 NRV Tools piloted within the framework of an EIA	1.2.1 Develop the pilot EIA/NRV Implementation plan - Part Consultant fees Local Economic Expert	8,084.93	0	With no project in the Cockpit Country, the objective to pilot the incorporation of NRV into the EIA process could not be achieved. The pilot will now be undertaken at a new site - the White River Valley .	
INDICATOR 1.2.1 Pilot project developed and implemented	1.2.2 Pilot EIA project site visits	5,000	0	This activity shifted to 2012 as pilot project site was changed.	
	1.2.3 Technical consultations with development and planning agencies - Consultant Fees EIA Expert	12,500	0	This consultancy will now be undertaken starting in the first quarter of 2012. Preliminary work has begun on the selection of the methodology to be used for the study	
	1.2.5 Monitoring of Project Outcomes - Consultant fees Project Analyst	12,000	8,935.50	This line item supports the payment for the Project Analyst and was created as a result of the insufficient funds in the Project Management line item.	

		Planned Budget	Expenditure (US\$)		
	Media Advertisements	2,000	745.89	Advertisements were placed in the two local newspapers to support the hiring of consultants to the project.	
OUTPUT 2 Capacities strengthened to use NRV within the framework of their review and approval processes INDICATOR 2.1 with target for the year: Training sessions completed, NRV curriculum developed for tertiary institutions and lessons learnt material printed and distributed	2.1.1 Develop training module/curriculum, Integrate training module and implement course offerings - Consultant fees Training Consultant	30,000.00	29,598.35	<ul style="list-style-type: none"> ◦ Comprehensive Training Manual and workbook for public and private sector ◦ Manual for Community Groups ◦ Curriculum for tertiary institutions to guide integration of NRV into the course offerings at University of the West Indies, University of Technology and Management Institute of National Development. ◦ Delivery of five sets of training sessions to 96 participants during the period May to October including NEPA staff, public sector, private sector and NGO groups. ◦ Training reports indicating an average increase in the post test results of 54% over the pre test. ◦ Final report indicating a positive response to the course based on the evaluation reports submitted by the participants. 	
	2.1.2 Develop advanced training Module -	6,000	692.44	The consultant was hired in October to prepare the training manual and deliver the advanced level training in	

		Planned Budget	Expenditure (US\$)		
	Consultant fees Econometrics Consultant			NRV. The first deliverable, the workplan and course outline was received. The draft manual was also received and being reviewed at the end of the year.	
	2.1.3 Acquisition of computer software	3,500	3,341.89	Software inclusive of five licences were purchased and installed.	
	2.1.4 Printing of NRV Training Material	5,000	2,358.96	Training Manuals and workbook printed to support the training sessions.	
	2.1.5 Acquisition of venue for Training & Sensitisation sessions	19,000	12,981.59	Training sessions were held at three venues in Kingston– Management Institute of National Development, Mona Visitors Lodge and Knutsford Court Hotel. Participants from out-of-town were provided with accommodation for the duration of their training session.	
OUTPUT 3 Project Management		20,000	16,380.40	Funds allocated to the payment of salary to the project manager.	
INDICATOR 3.1 with target for the year					
Total		204,041.44	103,159.66		

IV. IMPLEMENTATION CONSTRAINTS/CHALLENGES, RISKS, LESSONS LEARNT & RECOMMENDATIONS

Implementation Constraints/Challenges	Significance	Response/Action
Comment on factors that facilitated and/or constrained achievement of results. Internal factors such as timing of inputs and activities, quality of products and services, coordination and/or other management issues	Low/Medium/High	Indicate the response/action for the Implementation Constraint/Challenge identified
The original project design was for a valuation study to be incorporated in an EIA to pilot the NRV/EIA integration. With the project coming to a close and the need to ensure a valuation study is done, the project will conduct a non-binding valuation study (the valuation study will not be included in an EIA). Preliminary work has begun on the selection of the methodology to be used for the study. A new site has also been selected – the White River Valley	High	
Risks	Significance	Response/Action
A risk is an external circumstance, condition or event that could potentially jeopardize the completion of a project component (output or activity) within the agreed timeline and/or at the required level of quality.	Low/Medium/Critical	Indicate the response/action for the risk identified
The conduct of the EIA by the developer for the selected pilot project site will not restrict the pace of the pilot project but if delayed will impact the overall objective of being able to have both documents (NRV and EIA) ready for combined submission to support the meeting of the objectives.	High	The project manager will keep abreast of the pace of the completion of the EIA for the selected site.

LESSONS LEARNT AND RECOMMENDATIONS:

1. The logical framework can make assumptions about actions, achievements or events that are outside of the control of the project. In this instance, the submission of a development project for the Cockpit Country was a major assumption on which the project was based. The only risk identified was the timing of the submission, there was no consideration for the possibility that a project may not be submitted so no mitigating actions were proffered. The submission of a project for consideration was completely beyond the span of control of the executing agency (NEPA) and this project, so no efforts could have been exerted to make this a reality. Future project document will be scrutinised to ensure that all major risks are identified and appropriate mitigating measures proposed.

2. The submission of a development project for the Cockpit Country was a major assumption on which the project was based. The only risk identified was the timing of the submission, there was no consideration for the possibility that a project may not be submitted so no mitigating actions were proffered. The submission of a project for consideration was completely beyond the span of control of the executing agency (NEPA) and this project, so no efforts could have been exerted to make this a reality. Future project document will be scrutinised to ensure that all major risks are identified and appropriate mitigating measures proposed

3. Indicators and targets as determined at the writing of the project document must be reviewed prior to and during implementation to ensure continued relevance.

4. For capacity building to be effective it must be tailored to meet participants where they are in order to enhance their knowledge. Though it was envisaged that the overall training programme would have been more technical, this was not supported by the existing knowledge base of the target group. A two-tiered approach to training was more practical.

V. PARTNERSHIPS AND SUSTAINABILITY

Partnerships	Impact on/Contribution to Project Activities
Partnerships, linkages, inter-agency collaborations	Impact on results and other ongoing activities/initiatives. Any problems encountered with partners during the implementation
NGOs	Participated in the trainings sessions
NGOs	Participation on the PSC
Private Sector	Participated in the trainings sessions

Public Sector

Participation on Steering committee and participated in the trainings sessions

SUSTAINABILITY

Indicate how national counterparts and/or local communities are/were involved in the planning, implementation, monitoring and evaluation of the project to ensure sustainability of the project.

- Local stakeholders representing the wider public sector, private sector and NGO community participated in the implementation of the training sessions.
- Three NGOS are represented on the project steering committee.

Annex I: Annual Work Plan 2012

Expected Outputs (including indicators and annual targets)	Planned Activities	Timeframe				Responsible Party	Planned Budgets		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
OUTPUT 1.1 NRV Tools Developed INDICATOR 1.1 with target for the year: By end of Project Pilot project implemented By end of project Independent assessment of Source book. New guidelines developed for EIA incorporating NRV	Main Activity Description								
	1.1.1 Undertake pilot project using NRV Tools –		*			Local Economic Expert	UNDP/GEF	71300	18,000
	Main Activity Description								
	1.1.2 Technical review of Sourcebook and all project deliverables	*	*	*		NRV Technical Expert	UNDP/GEF	71200	51,355
	Main Activity Description								
	1.1.3 Policy negotiations to integrate natural resources valuation within the EIA process		*	*		Lead Environmental Economist	UNDP/GEF	71300	13,456.51
	Main Activity Description								
	1.1.4 Office Supplies		*			Project Analyst	UNDP/GEF	72500	1,000
	Main Activity Description								

Expected Outputs (including indicators and annual targets)	Planned Activities	Timeframe				Responsible Party	Planned Budgets		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
	1.1.5 Printing and distribution of SOE Report and Sourcebook	*		*		Project Analyst	UNDP/GEF	74210	5,000
<p>Output 1.2 NRV Tools Piloted within the framework of an EIA</p> <p><u>Targets/Indicators:</u></p> <p>Implementation plan for pilot project developed</p> <p>Technical Consultations held with key stakeholders on NRV/EIA integration</p>	Main Activity Description								
	1.2.1 Develop the pilot EIA/NRV Implementation plan	*				Local Economic Expert	UNDP/GEF	71300	8,084.93
	Main Activity Description								
	1.2.2 Technical review of Sourcebook and all project deliverables		*	*		NRV Technical Expert	UNDP/GEF	71200	30,000
	Main Activity Description								
	1.2.3 Pilot EIA project site visits	*				Project Analyst	UNDP/GEF	71600	5,000
	Main Activity Description								
	1.2.4 Lead technical consultations with EIA practitioners, development and planning agencies to promote NRV in EIA	*	*			EIA Expert	UNDP/GEF	71300	13,000
Main Activity Description									

Expected Outputs (including indicators and annual targets)	Planned Activities	Timeframe				Responsible Party	Planned Budgets		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
	1.2.5 Monitoring of Project Outcomes	*	*	*		Project Analyst	UNDP/GEF	71300	27,000
Output 2 - Capacities strengthened to use NRV within the framework of their review and approval processes <u>Targets/Indicators</u> Advanced Training manual prepared and training sessions completed Sensitisation sessions held with key stakeholders Lessons learnt material printed and distributed	Main Activity Description								
	2.1.1 Development of advanced natural resource valuation training Module and delivery of training	*	*			Econometrics Consultant	UNDP/GEF	71300	5,500
	Main Activity Description								
	2.1.4 Lead sensitisation workshops for decision makers and local stakeholders responsible for approving changes to regulatory framework including NEPA, NRCA Advisory Board, and Technical Review Committee -	*		*		Consultant Facilitator	UNDP/GEF	71300	14,500
	Main Activity Description								
2.1.5 Preparation and publication of lesson learned material	*		*		Lessons Learnt Consultant	UNDP/GEF	71300	10,500	

United Nations Development Programme - Jamaica

Expected Outputs (including indicators and annual targets)	Planned Activities	Timeframe				Responsible Party	Planned Budgets		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
	Main Activity Description								
	2.1.6 Implementation of course offerings at MIND, UWI and UTECH and printing of training material	*		*		Project Analyst	UNDP/GEF	72100	28,000
	Main Activity Description								
	2.1.7 Independent Final Evaluation			*			UNDP/GEF	71200	40,000
Monitoring & Evaluation (Reporting)	Monthly Activities Report					Project Analyst			
	Quarterly Report and Work-Plan Update					Project Analyst			
	Annual Project Reporting					Project Analyst			
TOTAL									270,396.44



Annex II: Assets Inventory

Project Title:
 Award Number: 000
 Project Number: 000
 Date of Report:

Asset Profile 1 - Vehicles											
S/N	Country Code	Business Unit	Item Description	Make & Model	Quantity	Location	Tag Number	Date acquired	Value	Custodian	Remarks
1	JAM10	B0512	Vehicle								
2			Vehicle								
3			Vehicle								
4			Vehicle								
Asset Profile 2 - Furniture											
5			Furniture or Fixture								
6			Furniture or Fixture								
7			Furniture or Fixture								
8			Furniture or Fixture								
Asset Profile 3 - Electrical											
9			Electrical Equip. or Computer								
10			Electrical Equip. or Computer								
11			Electrical Equip. or Computer								
12			Electrical Equip. or Computer								
Asset Profile 4 - Heavy Machinery											
13			Heavy Equip. or Generator								
14			Heavy Equip. or Generator								
15			Heavy Equip. or Generator								
16			Heavy Equip. or Generator								
Asset Profile 5 - Non Capitalized Items											
17			Other (less than 1,000 \$)								
18			Other (less than 1,000 \$)								
19			Other (less than 1,000 \$)								
20			Other (less than 1,000 \$)								

Project Manager
 Date and Signature

Programme Officer
 Date and Signature

Deputy Resident Representative
 Date and Signature

[Handwritten signature]
 25/1/12

Project Management: Prepared by: <u>[Signature]</u>	Date: <u>25/1/12</u>
Approved by: <u>[Signature]</u>	Date: <u>26/1/2012</u>

UNDP Resource Persons:	Name, Programme Advisor – Governance, E & E, Poverty
	Name, Programme Analyst – Governance, E & E, Poverty