



**LEBANON RECOVERY FUND
MPTF OFFICE GENERIC ANNUAL PROGRAMME¹ NARRATIVE PROGRESS REPORT
REPORTING PERIOD: 1 JANUARY – 31 DECEMBER 2012**

<p align="center">Programme Title & Project Number</p> <ul style="list-style-type: none"> Programme Title: M&E team for the LRF Programme Number (if applicable) MPTF Office Project Reference Number:³ 00073340 	<p align="center">Country, Locality(s), Priority Area(s) / Strategic Results²</p> <p>(if applicable) Country/Region Lebanon</p> <hr/> <p>Priority area/ strategic results</p>
<p align="center">Participating Organization(s)</p> <ul style="list-style-type: none"> Organizations that have received direct funding from the MPTF Office under this programme <p><i>UNDP</i></p>	<p align="center">Implementing Partners</p> <ul style="list-style-type: none"> National counterparts (government, private, NGOs & others) and other International Organizations <p><i>Ministry of Economy & Trade</i></p>
<p align="center">Programme/Project Cost (US\$)</p> <p>Total approved budget as per project document: MPTF /JP Contribution⁴: 200,000.00 USD</p> <hr/> <p>TOTAL: 200,000.00 USD</p>	<p align="center">Programme Duration</p> <p>Overall Duration (months) <i>48 months</i></p> <p>Start Date⁵ <i>17 Dec 2009</i></p> <p>Original End Date⁶ <i>31 Dec 2012</i></p> <p>Current End date⁷ <i>31 Dec 2013</i></p>
<p>Programme Assessment/Review/Mid-Term Eval.</p> <p>Assessment/Review - if applicable <i>please attach</i></p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Mid-Term Evaluation Report – if applicable <i>please attach</i></p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p align="center">Report Submitted By</p> <ul style="list-style-type: none"> Name: Rony Gedeon Title: M&E assistant Participating Organization (Lead): UNDP Email address: rgedeon@economy.gov.lb

¹ The term “programme” is used for programmes, joint programmes and projects.
² Strategic Results, as formulated in the Strategic UN Planning Framework (e.g. UNDAF) or project document;
³ The MPTF Office Project Reference Number is the same number as the one on the Notification message. It is also referred to as “Project ID” on the project’s factsheet page the [MPTF Office GATEWAY](#)
⁴ The MPTF or JP Contribution, refers to the amount transferred to the Participating UN Organizations, which is available on the [MPTF Office GATEWAY](#)
⁵ The start date is the date of the first transfer of the funds from the MPTF Office as Administrative Agent. Transfer date is available on the [MPTF Office GATEWAY](#)
⁶ As per approval of the original project document by the relevant decision-making body/Steering Committee.
⁷ If there has been an extension, then the revised, approved end date should be reflected here. If there has been no extension approved, then the current end date is the same as the original end date. The end date is the same as the operational closure date which is when all activities for which a Participating Organization is responsible under an approved MPTF / JP have been completed. As per the MOU, agencies are to notify the MPTF Office when a programme completes its operational activities.

LIST OF ACRONYMS

M&E: Monitoring and Evaluation

LRF: Lebanon Recovery Fund

UNRCO: United Nations Resident Coordinator's Office

FAO: Food and Agriculture Organization

UNIDO: United Nations Industrial Development Organization

UNDP: United Nations Development Programme

UNFPA: United Nations Population Fund

ILO: International Labour Organization

UNESCO: United Nations Educational, Scientific and Cultural Organization

MPTF: Multi-Donor Trust Fund

PAG: Project Approval Group

SC: Steering Committee

HQ: Head Quarters

Q: Quarter

MoM: Minutes of Meeting

NARRATIVE REPORT FORMAT

EXECUTIVE SUMMARY

During 2012, the M&E unit was closely monitoring the ongoing LRF projects and providing technical support and advice to the LRF Steering Committee, Project Approval Group and the projects' teams.

Accordingly, the FAO LRF 26 project "Recovery and Rehabilitation of Dairy Sector in Bekaa Valley and Hermel-Akkar Uplands – Phase II" was granted a fund transfer of the remaining funds from LRF 14 project. The Steering Committee previously approved a FAO request to transfer the remaining funds from the LRF 14 to the LRF 21 project "Recovery and Rehabilitation of Dairy Sector in Bekaa Valley and Hermel-Akkar Uplands – Phase I". However, due to delays in submitting the final financial report of the LRF 14 to the MPTF Office, this transfer couldn't be executed as the LRF 21 was operationally closed in September 2012.

These additional funds will be used to support an additional number of farmers in Donnyeh area that are not already covered by the LRF 21 or LRF 26 projects,

The LRF 24, "Early recovery for Nahr El Bared Surrounding Lebanese Communities Affected by 2006 and 2007 Conflicts", has been granted a time extension of 12 months to complete the pending activities related to the provision of new models of green houses to the farmers in Akkar area, the establishment of an olive solid waste facility in Bkarzala and the installation of new sewage channels as well as upgrading a mini-football field in Bkarzala.

The M&E Unit is closely following up with the project on the progress achieved, with regard to listed components, in addition to meeting with the project staff to clarify critical issues pertaining to the implementation of the project's activities.

Furthermore, the LRF 25 project "Monitoring and Evaluation Team for the LRF" was granted 12 months no cost extension as the M&E unit will be monitoring and evaluating 6 ongoing projects in 2013 and coordinating with the projects' teams for the closure of the projects within the set time frames.

Additionally the M&E unit was granted a fund transfer of the remaining amount of 18,000 USD of the LRF 18 project "Recovery Coordination Support in Lebanon" to support the LRF SC and PAG in mobilizing resources and raising visibility for the LRF.

I. Purpose

The M&E unit was designed to enhance the LRF monitoring mechanism by incorporating the below activities into a more coherent and efficient framework and by expanding overall oversight management. The M&E unit aims at enhancing the efficiency, preventing unnecessary expenditures and avoiding project delays. This framework will consist of:

1. An increased frequency of field trips and monitoring meetings;
2. Closer and more technical follow ups on project implementation and financial activities;
3. A continuous evaluation and objective re-assessment of project achievements against pre-set targets;
4. A support system to meet timely completion with the objective of raising the effectiveness of projects and ensure cost-efficiency in their implementation, and
5. A support system to examine the final evaluation of the projects implemented under the LRF.

Effective oversight management of the LRF projects is time-enhancing and cost-efficient to both donors and beneficiaries. And since the M&E team will oversee all aspects of the project activities, Project Managers are supported in achieving their pre-set deadlines in a timely manner. This will be advantageous to the benefactors since it will prevent the postponement of the project's activities. Furthermore, any revisions made in the outstanding projects-such as a no cost time extension, a budget reevaluation or change in scope is effectively assessed and evaluated by the M&E team and hence, improving the cost-efficiency and decision making outcomes of those projects by the PAG team and LRF Steering Committee.

Project Objectives:

The development goal of the M&E Team is to generate a framework whereby the operation and delivery of current and prospective projects approved under the LRF are able to improve efficiency, recognize and prevent unnecessary expenditures and project delays that may arise over the present time frame of each individual project.

The immediate objective of establishing an M&E Team is to strengthen the existing LRF monitoring mechanism by improving the timeliness, cost efficiency and reliability of the current LRF project activities.

Project Outputs:

Main outputs include:

1. Support Project Managers in achieving their pre-set deadlines in a timely manner, thus working in favor of the beneficiaries of each project, and
2. Revisions made in the outstanding projects - such as a no cost time extension, a budget re-evaluation or change in scope - will be effectively assessed and evaluated by the M&E team. This will improve all decision making outcomes and will ensure compliance with the above revisions.

II. Results

i) Narrative reporting on results:

Monitoring of LRF projects

The M&E unit monitored the progress of the LRF ongoing projects during 2012 in relation to the planned outcomes in the projects' documents approved by the steering committee. This monitoring entailed a thorough evaluation of progress reports for the four quarters of 2012 for the following projects:

1. LRF-23 UNDP Hydro Agricultural Development for Marjeyoun Area
2. LRF-17 UNDP Flood Risks Prevention and Management in Baalbeck - Hermel (PHASE II)
3. LRF-10 UNDP Country Energy Efficiency and Renewable Energy Demonstration Project for the Development of Lebanon (CEDRO II)
4. LRF-16 UNDP Country Energy Efficiency and Renewable Energy Demonstration Project for the Development of Lebanon (CEDRO III)
5. LRF-21 FAO Recovery and Rehabilitation of Dairy Sector in Bekaa Valley and Hermel-Akkar Uplands (PHASE I)
6. LRF-18 UNDP Recovery Coordination Support in Lebanon
7. LRF 24 UNDP Early recovery of Nahr el Bared surrounding Lebanese communities affected by 2006 and 2007 conflicts
8. LRF-26 FAO Recovery and Rehabilitation of Dairy Sector in Bekaa Valley and Hermel-Akkar Uplands (PHASE II)

In collaboration with the concerned UN agencies, the reports were revised in order to highlight on the results and the impact of the LRF initiatives. The final versions of the reports have been uploaded on the MPTF gateway.

In addition, the M&E unit conducted field visits to projects' regions to acquire a closer review of the projects' progress and where possible to obtain evaluation of beneficiaries and local stakeholders. Moreover, the M&E team attended project events in order to ensure a proper implementation of the LRF visibility guidelines for the fund, donors, government and the different projects.

Visibility of the LRF

The M&E unit designed and produced four issues of the LRF newsletter sharing success stories and positive outcomes of the different LRF projects. These newsletters have been disseminated to the Heads of the UN agencies in Lebanon, the concerned Ministries and other stakeholders including embassies and consulates in the country.

In addition, the M&E unit has finalized the LRF documentary that was designed to portray the LRF's achievements as well as its future outlook. This video documentary entails four versions:

- A 13 minutes version
- An 8 minutes version
- A spot of 1.25 minutes
- A spot of 53 seconds

Moreover, and in an effort to maximize the visibility of the LRF, the M&E unit has coordinated the broadcasting of the 53 seconds video spot on local TV stations in Lebanon.

Finally, the M&E unit will be working, in cooperation with the Information Unit at the RCO, to continuously update the design and contents of the LRF webpage on the Lebanon UN website. Updated information includes statistical data, financial figures, and publications which are available for the public.

Support for the LRF Steering Committee (SC) and Project Approval Group (PAG)

During the implementation of the LRF projects, the M&E unit prepared for Steering Committee (SC) and Project Approval Group (PAG) meetings including supporting and advising the members on projects delays, deviations and critical issues. In addition, the M&E unit supported the SC and PAG in the call for proposals revision, in undertaking the resource mobilization process and in the coordination with the implementing UN agencies as well as the local stakeholders on project extension and transfer requests.

LRF call for proposal

A funding of USD 2.1 million available under the LRF envelope was launched in late 2011 for which eight project proposals were received and evaluated by the LRF Project Approval Group totaling USD 7.1 million. The M&E unit provided technical support to the PAG to undertake the project proposals' evaluation process. The project proposals were initially screened by the UN Resident Coordinator's Office (UNRCO) and finally scored by the PAG. The proposals' evaluation process resulted in approving to fund the FAO project entitled: "Recovery and Rehabilitation of the Dairy Sector in Bekaa Valley and Hermel-Akkar Uplands Phase II" for a total amount of USD 1.2 million.

However, four other project proposals scored more than 50% and the SC members agreed to reassess these projects recommending further improvements with regard to their situation analysis and needs

assessment, design, feasibility and management arrangement. In 2012; relevant UN Agencies were requested to revise and submit amended versions of the proposals in response to the PAG and SC comments. This second round of review resulted in the approval and funding of a new UNDP project entitled “National Action Programme to Mainstream Climate Change into Lebanon’s Development Agenda”. The M&E unit coordinated these amendments with the UN agencies and advised the PAG accordingly.

Resource Mobilization for the LRF

As part of the resource mobilization process for the LRF and as requested by the Steering Committee, the M&E Unit has contributed to the formulation of a resource mobilization concept note detailing the LRF comparative advantages with regard to the management structure, accountability and wide sectoral coverage, in addition to the proposed funding modalities, the potential possibilities to benefit from the available programmes already designed and earmarked for Lebanon in addition to the modalities of approaching the traditional and non-traditional donors. The Concept note details the strategy that may be adopted to approach the donors with focus on the achievements and impact realized. This concept note is a draft to constitute a basis for launching the resource mobilization process by the LRF PAG after approval of the proposed strategy.

Constraints:

- a- Bureaucratic procedures in the Ministries resulted in delaying few activities related to the LRF visibility as well as the approval/funding of new projects.
- b- The deterioration of the security situation in Lebanon that has resulted in limiting the access of the M&E unit to certain sites.

Lessons Learned:

- a- To improve the monitoring of the LRF projects, the M&E Unit is conducting individual meetings with the project/program managers.
- b- Monthly reports were requested from the implementing UN Agencies to assess the progress made vis-à-vis the set work plans for projects receiving no-cost time extensions.
- c- Participation in the LRF projects’ major events.
- d- Close follow-up with the designated focal points of the MPTF, PAG and SC.
- e- Meetings with the projects’ teams to assess the progress achieved and consider alternative work plans in light of the developing security situation in North Lebanon.

ii) Indicator Based Performance Assessment:

Project Outputs	Activities	Indicators
<p>Support Project Managers in achieving their pre-set deadlines in a timely manner, thus working in favor of the beneficiaries of each project</p>	<ul style="list-style-type: none"> • Monitoring of the projects' progress conducted on continuous basis. Inquiries, comments and suggestions are shared with the project teams with regard to the obstacles faced and the alternative measures to be adopted to overcome the constraints. • Close monitoring and evaluation have resulted in pointing out the obstacles facing the projects' implementation • Coordination meetings with the projects' teams to assess the progress made and the obstacles facing the implementation. • The M&E Unit has been reviewing, editing and amending the quarterly progress reports of 2012; guarantying the timely submission of LRF reports through the MPTF Gateway http://mdtf.undp.org/ and as such: <ul style="list-style-type: none"> ➤ Q1, Q2 and Q3 progress reports were reviewed, amended and uploaded on the MPTF gateway. ➤ 27 monthly reports reviewed and evaluated ➤ 8 annual reports covering 2011 revised and uploaded on MPTF gateway. 	<p>Activities completed as per the projects' set up work plans;</p> <p>Obstacles assessed and alternative measures suggested</p> <p>Minutes of Meetings with the projects' teams and updated work plans</p> <p>Reports uploaded to the MPTF website (http://mptf.undp.org/factsheet/fund/LRF00)</p>

<p>Revisions made in the outstanding projects - such as a no cost time extension, a budget re-evaluation or change in scope - will be effectively assessed and evaluated by the M&E team. This will improve all decision making outcomes and will ensure compliance with the above revisions.</p>	<ul style="list-style-type: none"> • Periodic site visits to assess the progress achieved. • Periodic updates to the LRF PAG and SC on the progress achieved and the obstacles faced. • Ensuring visibility of the LRF to publicize the achievements of the projects and support in the resource mobilization process. • The M&E is working in collaboration with the information unit at the RC office to continuously update the LRF Webpage • Production of LRF Quarterly newsletter to disseminate the success achieved by the LRF projects. • Attendance of the LRF projects' events 	<p>Missions reports and debriefing meetings</p> <p>PAG and SC minutes of meeting</p> <p>Video broadcasted on local TV stations</p> <p>www.un.org.lb</p> <p>Newsletter produced and disseminated</p> <p>Events debriefing reports, minutes and press releases</p>
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