



## LRF PROGRESS REPORT

<b>Reporting UN Organization</b>	: United Nations Development Programme
<b>Country</b>	: Lebanon
<b>Project No.</b>	: 00073450
<b>Project Title</b>	: Monitoring & Evaluation Team for the LRF
<b>LRF Signature date</b>	: December 15, 2009
<b>Project Start date</b>	: December 15, 2009
<b>Reporting Period</b>	: 2013 - Q1: January - March 2013

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### 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



## I. PURPOSE

### **Project Summary:**

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.

#### Project Implementation Partners and roles:

- Ministry of Economy and Trade: Chair of the LRF Steering Committee
- Ministry of Finance: Member of the LRF Steering Committee
- Prime Minister's Office: Member of the LRF Steering Committee
- UNRCO: Member of the LRF Steering Committee
- UN Implementing Agencies (UNIDO, UNDP, FAO, UNFPA, ILO, UNESCO)

## II. RESOURCES

**Total budget approved** USD 200,000.00

**Total disbursements as of 31 March 2013** USD 155,275.67

**Commitments for next quarter** USD 10,000.00

**Available Balance** USD 63,061.77

CATEGORY	TOTAL BUDGET (USD)	TOTAL EXP (USD) to Date
<b>1. Personnel</b> (Incl. staff and consultants)	157,694.44	127,297.53
<b>2. Contracts</b> (Incl. companies, professional services)	4,544.35	
<b>3. Training</b>		400.00
<b>4. Transport</b>		
<b>5. Supplies and commodities</b>	5,010	3,405.30
<b>6. Equipment</b>	9,515	18,936.63
<b>7. Travel</b>		58.00
<b>8. Miscellaneous</b>	27,289.00	5,178.21
<b>9. Agency Management Support</b>	14,284.65	
<b>TOTAL</b>	218,337.44	155,275.67



### III. RESULTS

#### Progress in Project Implementation:

##### Reporting

The M&E unit completed the review of the progress reports for the fourth quarter of 2012 of the following ongoing LRF 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 24 UNDP Early recovery of Nahr el Bared surrounding Lebanese communities affected by 2006 and 2007 conflicts
6. 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 modified 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.

##### Extended Projects

The LRF M&E Unit was following up closely with the project on the progress achieved on monthly basis and through filed visits to the targeted areas. Challenges were reported to the LRF PAG and SC for decision.

The LRF 23, Hydro Agriculture Development Project for Marjeyoun area, and the LRF 17, Flood Risk Prevention and Management in Baalbeck Phase II project, were granted 18 months time extension to complete their pending activities by February 2013. The follow up on the progress achieved by the above-mentioned projects was conducted through detailed monthly reports and regular meetings with the projects' managers and staff to assess the constraints and obstacles and advise the LRF PAG and SC in this regard.

Coordination with the projects' teams on alternative measures to overcome obstacles faced was also in place on monthly basis. The projects were completed as expected in February 2013.

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 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.

### **LRF visibility**

The M&E unit designed and produced the seventh issue of the LRF newsletter that shares the success stories and positive outcomes of the LRF projects. This newsletter issue has been distributed to the Heads of the UN agencies in Lebanon, counterparts Ministries and other stakeholders including embassies and consulates.

Finally, the M&E is working, in cooperation with the Information Unit at the RCO and the IT unit at the Ministry of Economy and Trade, to share updates on the LRF webpage on the Lebanon UN website and on the MOET website. Updated information includes statistical data, financial figures, and publications which are be available for the public.



Project Outputs	Activities	Indicators
<p><b>Support Project Managers in achieving their pre-set deadlines in a timely manner, thus working in favor of the beneficiaries of each project</b></p>	<ul style="list-style-type: none"> <li>• Quarterly review of the progress reports submitted by the projects; inquiries, comments and suggestions are shared with the program managers with regard to the obstacles faced and the alternative measures to be adopted to overcome the constraints.</li> <li>• Monthly reports have resulted in pointing out the obstacles facing the projects' implementation</li> <li>• Coordination meetings with the projects' teams to assess the progress made and the obstacles facing the implementation.</li> </ul>	<p>Activities completed as per the projects' set up work plans;</p> <p>Obstacles assessed and alternative measures suggested to the LRF PAG and SC;</p> <p>Meetings with the projects' teams and updating the work plans</p>
<p><b>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&amp;E team. This will improve all decision making outcomes and will ensure compliance with the above revisions.</b></p>	<ul style="list-style-type: none"> <li>• Periodic updates to the LRF PAG and SC on the progress achieved and the obstacles faced.</li> <li>• Ensuring visibility of the LRF to publicize the achievements of the projects</li> <li>• Attendance of the LRF projects' events to promote the LRF visibility as funding party.</li> </ul>	<p>PAG and SC minutes of meeting</p> <p>Newsletter produced and disseminated</p> <p>Events debriefing reports, minutes and press releases</p>

#### IV. Implementation Constraints and Lessons Learned:

##### Constraints:

- a- Bureaucratic procedures in the Ministries resulted in delaying the approval/funding process of new LRF projects.
- b- The developing 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 coordination mechanism of the LRF, the M&E Unit is conducting individual meetings with the project/program managers to clarify the required info to be included in the progress reports in addition to the focus on the collaboration between the implementing UN Agencies and the M&E Unit vis-à-vis the visibility of the LRF and the MPTF requirements.
- b- Monthly reports were requested from the implementing UN Agencies to assess the progress made vis-à-vis the set work plans for projects with high risks and challenges.
- 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 Lebanon.

#### V. FUTURE WORK PLAN

KEY MILESTONES	April-13				May-13				June-13			
	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4
Coordinate with Project/program managers												
Manage projects progress reports												
Conduct field visits to assess project progress												
Coordinate with RCO												
Coordinate with MoET												
Provide technical support to the SC												
Provide technical support to the PAG												
Manage and support the management of LRF visibility (LRF video, website, newsletter...)												
Support resource mobilization for new LRF												

phases												
Coordination with LRF stakeholders												
Maintain library of key assessments, evaluations, lessons learned and surveys												