

SECRETARY-GENERAL'S PEACEBUILDING FUND  
PBF PROJECT PROGRESS REPORT TEMPLATE



**PBF PROJECT PROGRESS REPORT**

**COUNTRY:** Guinea-Bissau

**TYPE OF REPORT:** SEMI-ANNUAL, ANNUAL OR FINAL Annual

**DATE OF REPORT:** 15 November 2019

<b>Project Title:</b> Support, Coordination and Monitoring in Guinea-Bissau 2018 - 2019	
<b>Project Number from MPTF-O Gateway:</b> 00108262	
<b>PBF project modality:</b> <input checked="" type="checkbox"/> IRF <input type="checkbox"/> PRF	<b>If funding is disbursed into a national or regional trust fund:</b> <input type="checkbox"/> Country Trust Fund <input type="checkbox"/> Regional Trust Fund <b>Name of Recipient Fund:</b>
<b>List all direct project recipient organizations (starting with Convening Agency), followed type of organization (UN, CSO etc):</b> UNDP <b>List additional implementing partners, Governmental and non-Governmental:</b>	
<b>Project commencement date<sup>1</sup>:</b> 19/12/2017 <b>Project duration in months<sup>2</sup>:</b> 18 Months, with No-Cost Extension	
<b>Does the project fall under one of the specific PBF priority windows below:</b> <input type="checkbox"/> Gender promotion initiative <input type="checkbox"/> Youth promotion initiative <input type="checkbox"/> Transition from UN or regional peacekeeping or special political missions <input type="checkbox"/> Cross-border or regional project	
<b>Total PBF approved project budget* (by recipient organization):</b> : \$ 944,356 : \$ : \$ : \$ Total: \$ 944,356. <i>*The overall approved budget and the release of the second and any subsequent tranche are conditional and subject to PBSO's approval and subject to availability of funds in the PBF account</i>	
<b>How many tranches have been received so far:</b> 01	
<b>Report preparation:</b> Project report prepared by: Janet L. Murdock Project report approved by: PBSO Did PBF Secretariat clear the report: Any comments from PBF Secretariat on the report: Has the project undertaken any evaluation exercises? Please specify and attach:	

<sup>1</sup> Note: commencement date will be the date of first funds transfer.

<sup>2</sup> Maximum project duration for IRF projects is 18 months, for PRF projects – 36 months.

## **NOTES FOR COMPLETING THE REPORT:**

- *Avoid acronyms and UN jargon, use general / common language.*
- *Be as concrete as possible. Avoid theoretical, vague or conceptual discourse.*
- *Ensure the analysis and project progress assessment is gender and age sensitive.*

## **PART 1: RESULTS PROGRESS**

### **1.1 Overall project progress to date**

Briefly explain the **status of the project** in terms of its implementation cycle, including whether all preliminary/preparatory activities have been completed (1500 character limit):  
The PBF Secretariat project was slated to end in June. It received a No-Cost-Extension to enable the preparation of a new project document. A draft document was prepared in March but the PBSO moved to a standard template and the project had to be rewritten in August. This delayed the preparation of the new project document thus requiring a NCE. But the project was prepared, drafts were reviewed in September and October and the project was signed and submitted in early December. A survey was conducted for the Annual Report. 48 surveys were sent out and 12 were returned. The questions ask about Capacity Building, Technical Assistance and Information Sharing. It is important to note that the PBF Secretariat led 5 training events in this past semester but they were for beneficiaries of specific projects and not for PBF Project Implementors, so only a few project implementors had knowledge of those activities. The results of the survey show that 9 people rated the quality of the PBF trainings Excellent, Very Good or Good and 3 said the questions weren't applicable. On the relevance of CB programs, 9 rated the programs excellent very good or good and 3 said N/A. On the Quality of Technical Assistance 9 rated the assistance good, very good or excellent; 1 person rated it fair and 2 gave no answer. On the Relevance of the TA 11 said it was good, very good or excellent and 1 said fair. No one rated any PBF service as poor.

Considering the project's implementation cycle, please **rate this project's overall progress towards results to date:**

on track

In a few sentences, summarize **what is unique/ innovative/ interesting** about what this project is trying/ has tried to achieve or its approach (rather than listing activity progress) (1500 character limit).

The Secretariat has worked hard to build name recognition for the PBF in GB. When the current coordinator arrived in August 2016, very few people knew about the PBF or that GB is a PBC country. The Secretariat has greatly enhanced the visibility of the PBF in GB by procuring a unique song and a video of the song by a famous GB singer/songwriter. The song has become a national peace anthem and plays continuously on the radio and on TV. Through stricter enforcement of rules regarding visibility of PBF funded events, the PBF is becoming more widely recognized in Bissau. With the 27 small grants methodology is one that was promoted by this office as an effective tool of peacebuilding and is enabling broader recognition of the PBF, especially in the most heavily targeted regions of Gabu and Cacheu. The Small Grants effort. In addition Radio Jovem supported a variety of peace advocacy efforts in 3 regions for International Peace Day. The only reason that the PBF doesn't have greater visibility is because the political mission is also called a peacebuilding mission and thus many civil society actors confuse the PBF with the mission not recognizing that the PBF is funding many projects that the mission is responsible for implementation. The PBF now has a solid reputation of supporting the people of GB in their peace efforts.

In a few sentences summarize **major project peacebuilding progress/results** (with evidence), which PBSO can use in public communications to highlight the project (1500 character limit): The name recognition and reputation of the PBF is better than it has ever been. Collectively, our projects are enabling very concrete actions in favor of peace. The PBF procured a beautiful song with a catchy tune and with an important message and the video portrays in beautiful images daily life in urban and rural GB. We are also leveraging our relationship with national authorities to enable greater appropriation of the PBF project by national authorities. As a result of our engagement with focal points, the PBF was invited to make a presentation to the Council of Ministers early next year when we have a new government.

In a few sentences, explain how the project has made **real human impact**, that is, how did it affect the lives of any people in the country – where possible, use direct quotes that PBSO can use in public communications to highlight the project (1500 character limit): Collectively, the projects that the PBF Secretariat oversees are allowing more common people to have voice in the national issues that affect their lives, with the bottom-up approach to peacebuilding that was adopted through Technical Consultation in September 2017. The PBF processes have reprioritized youth, in particular, as change agents, a sector that had been neglected by UN and other donor programming. The Secretariat Project has been instrumental in building internal capacity of UN agencies in peacebuilding approaches, this hopefully will translate into peacebuilding mainstreaming in project development, which will ensure that projects are developed with greater conflict sensitivity and thus not only do not harm but are more sustainable and resilient to risks. The 2 initiatives of small grants projects with a collective 27 projects are the kind of projects that enable real human impact as they are inclusive of the most vulnerable groups in society like the disabled and albino communities that very rarely have access to funds for advocacy and policy change purposes, they are mostly used to distribute services but those efforts don't change public attitudes that are highly discriminatory against the such vulnerable populations.

If the project progress assessment is **on-track**, please explain what the key **challenges** (if any) have been and which measures were taken to address them (1500 character limit). The project has caught up with essential task since April with the return of the Coordinator who was absent for health reasons for 6 months in 2018 and 2019. Six projects received NCEs in June. All but one of the six projects approved in December 2017 has received their second tranches. Most of the bottlenecks to implementation identified at the beginning of the year have been superseded. However, with the departure of M&E Officer in March 2019, the Coordinator has not been able to monitor implementation of project in a systematic manner. Envisioned capacity-building events also did not take place for lack of programmatic support as the project lost its NOB in June 2018 and slot cannot be filled until the new project document is approved.

If the assessment is **off-track**, please list main reasons/ **challenges** and explain what impact this has had/will have on project duration or strategy and what **measures** have been taken/ will be taken to address the challenges/ rectify project progress (1500 character limit):

Please attach as a separate document(s) any materials highlighting or providing more evidence for project progress (for example: publications, photos, videos, monitoring reports, evaluation reports etc.). List below what has been attached to the report, including purpose and audience. The Patche de Rima song Paz na Guine-Bissau is available on I-Tunes, and other platforms and the video is available on Youtube.

## 1.2 Result progress by project outcome

*The space in the template allows for up to four project outcomes. If your project has more approved outcomes, contact PBSO for template modification.*

**Outcome 1:** The effective development, implementation, monitoring, oversight of peacebuilding projects and the overall strategic direction of the PBF portfolio in Guinea-Bissau is ensured.

### **Rate the current status of the outcome progress: on track**

**Progress summary:** *Describe main progress under this Outcome made during the reporting period (for June reports: January-June; for November reports: January-November; for final reports: full project duration), including major output progress (not all individual activities). If the project is starting to make/ has made a difference at the outcome level, provide specific evidence for the progress (quantitative and qualitative) and explain how it impacts the broader political and peacebuilding context. Where possible, provide specific examples of change the project has supported/ contributed to as well as, where available and relevant, quotes from partners or beneficiaries about the project and their experience. (3000 character limit)?*

PBF Secretariat operations are running although with reduced staff. We lost our National Officer in June 2018 and the 1st hiring processes did not yield any viable candidates and we had to conduct a second hiring process now we have to wait for the approval of the new project document to complete the hire. We also lost our M&E officer in April 2019. The lack of an M&E is prejudicial to the full performance of M&E responsibilities, nevertheless agencies have complied with M&E Plan updates. The lack of a NOB is overloading the Coordinator with administrative task which detracts from her capacity to provide consistent technical support.

The equipment of this office date to the establishment of the office in 2009. The computers beyond warrently are being replaced. The 12 year old PBF vehicle is being replaced. Nevertheless, the Secretariat is providing effective oversight, communication and coordination of Projects. Given the level of project activity, partners have not had the time for monthly meetings but we have compensated with more frequent one on one meeting with project Coordinators. The two projects with small grants initiatives worked well together to call, select and announce the winners of a competitive process. The PBF Secretariate played a critical role in supporting these projects with that process and accompanying the implementation of the 27 projects. The PBF secretariat attends all UNCT meetings and keeps Senior Management briefed on PBF/PBC matters. In this period the Secretariate has been very active in enabling the development of 2 new substantive projects in addition to the Secretariat project document. The secretariate has contributed to the briefing of the new SRSG and the DSRSRSG this semester and two Security Council reports and enabled the initial preparation of the visit of the PBC chairs in October, although the Coordinator was out of the country a the time of this visit. The Secretariat reviews all drafts of half-year, Annual and Final Reports by agencies and provides constructive feedback. The office reviewed the Final Evaluations of the Civil Registration Project and Access to Justice Projects and provided constructive feedback and provided Senior Management briefs, political analysis as well as talking points and specheis for PBF financed events. We hold monthly phone meeting with PBSO to provide updates on Project Implementation as needed an we keep national focal points updated and abreast of t PBF Business on a regular basis. The Secretariat provided a

comprehensive mid year report in Portuguese to national focal points to ensure greater national appropriation of the project portfolio. We insure that project teams invite national focal points on monitoring visits and key project event.

**Outcome 2:** The agencies implementing PBF funded projects are in a position to deliver on the implementation, monitoring and evaluation of effectively designed peacebuilding projects, while communicating effectively the results of their interventions.

**Rate the current status of the outcome progress: on track**

**Progress summary:** *(see guiding questions under Outcome 1)*

The PBF Secretariat provides hands on technical support on a daily basis. The Secretariat provide training to 5 projects this semester. A mediaiton/dialogue training for the National Dialogue Project, Conflict Resolution training for 2 induction workshops (one UNDP and one UNWomen) a conflict resolution training for Boostintg Media, conflict analysis training for the small grants project in Suzana and gave a talk at the Internation RJ Conference in the Stabilizing Justice Project on Traditional and hybrid RJ practices. We are supported the small grants inititive with advice and tools for managing the selection process and reviewed each of the 13 UNDP grants. With regard to Output 2.2: Strengthen social communication and peacebuilding advocacy, the PBF Secretariat was very creative and proactive in effortss to enhance the reputation and name recognition of the PBF. In addition to the original song by a famous guinean artist that immediately boosted the PBFs recognition, this semester I worked with Radio Joven to ensure that International Peace Day was broadly celebrated with numerous youth projects were undertaken at the same time. While hampered by not being included on the Transition Working Group, the coordinator managed to help identify the topics of two new projects, shepparded one through the approval process and on the other she took a more proactive role facilitating meetings and penning the prodoc.

**Outcome 3:**

**Rate the current status of the outcome progress: Please select one**

**Progress summary:** *(see guiding questions under Outcome 1)*

**Outcome 4:**

**Rate the current status of the outcome progress: Please select one**

**Progress summary:** *(see guiding questions under Outcome 1)*

### 1.3 Cross-cutting issues

<p><b><u>National ownership:</u></b> How has the national government demonstrated ownership/ commitment to the project results and activities? Give specific</p>	<p>The national appropriation continues to grow. After submitting a comprehensive report in June, National Focal at the request of national focal points, interest has increased. We have held more meeting this semester and</p>
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<p>examples. (1500 character limit)</p>	<p>the Ministry of the Presidency of Council of Ministers has extended an invitation to brief the Council of Minister next year. On our request, Coordinators are inviting the PBF Focal Points to key events of the Small Grants and the representative of the Ministry is attending and demonstrating support. The Head of the National Forest showed particular interest in one small grant in the Boe forest and traveled 3 hours at night on a motorcycle to be at the tree planting the next day, quite a commitment from a 78 year old man. The top traditional leaders of both Gabu and Cacheu are accompanying the small grants underway the in those regions with great enthusiasm</p>
<p><b>Monitoring:</b> Is the project M&amp;E plan on track? What monitoring methods and sources of evidence are being/ have been used? Please attach any monitoring-related reports for the reporting period. (1500 character limit)?</p>	<p>The monitoring of this project was weakened by the resignation of the M&amp;E Officer. Usually we do a survey of project managers for the semi-annual and year end evaluations to capture satisfaction levels with the services of the PBF Secretariat but without the M&amp;E Officer to conduct the survey and tabulate results, such was not possible for the mid year report. But, the coordinator managed to conduct the survey for the annual report</p>
<p><b>Evaluation:</b> Provide an update on the preparations for the external evaluation for the project, especially if within last 6 months of implementation or final report. Confirm available budget for evaluation. (1500 character limit)</p>	<p>No project evaluation is expected on the Secretariat project because it isnt a substantive project</p>
<p><b>Catalytic effects (financial):</b> Did the project lead to any specific non-PBF funding commitments? If yes, from whom and how much? If not, have any specific attempts been made to attract additional financial contributions to the project and beyond? (1500 character limit)</p>	<p>The PBF Secretariat has been active in donor configuration to ensure that other donors understand PBF projects. It was these connections that enable UNWomen to link to the EU election monitoring projects and combinte efforts after the pull out of the Gore Institute. This led the the very successful womens situation room.</p>
<p><b>Catalytic effects (non-financial):</b> Did the project create favourable conditions for additional peacebuilding activities by Government/ other donors? If yes, please specify. (1500 character limit)</p>	<p>The donors configuration is also helping identify common interests an explore catalytic effects of the projects.</p>
<p><b>Exit strategy/ sustainability:</b> What steps have been taken to prepare for end of project and help ensure sustainability of the project results beyond PBF support for this project? (1500 character limit)</p>	<p>As long as the PBF remains in GB, there will always be the need for an independent oversight structure and given the lack of technical capacity in peacebuilding methodologies and theoretical frameworks, there will always be a need for technical support.</p>
<p><b>Risk taking:</b> Describe how the project has responded to risks that threatened the achievement of results. Identify any new risks that have emerged since the last report. (1500 character limit)</p>	<p>The PBF helps the projects address the bottlenecks and threats to implementation and strategies creative ways to accelerate delivery. The high staff turn around of international staff supporting the project is a big risk. Three IUNV left this semester for various reasons. But there premature departure can jeopardize project delivery because the Agencies do not have adequate staff .</p>

<p><b>Gender equality:</b> In the reporting period, which activities have taken place with a specific focus on addressing issues of gender equality or women’s empowerment? <i>(1500 character limit)</i></p>	<p>The PBF Secretariat regularly supports project development with a gender lense to insure PBF expectations for gender prioritization is adressed. 2 substantive projects under development have Gender ratios of 29% and 15% respectfully,</p>
<p><b>Other:</b> Are there any other issues concerning project implementation that you want to share, including any capacity needs of the recipient organizations? <i>(1500 character limit)</i></p>	

**1.3 INDICATOR BASED PERFORMANCE ASSESSMENT:** *Using the **Project Results Framework** as per the approved project document or any amendments- provide an update on the achievement of **key indicators** at both the outcome and output level in the table below (if your project has more indicators than provided in the table, select the most relevant ones with most relevant progress to highlight). Where it has not been possible to collect data on indicators, state this and provide any explanation. Provide gender and age disaggregated data. (300 characters max per entry)*

	<b>Performance Indicators</b>	<b>Indicator Baseline</b>	<b>End of project Indicator Target</b>	<b>Current indicator progress</b>	<b>Reasons for Variance/ Delay (if any)</b>	<b>Adjustment of target (if any)</b>
<b>Outcome 1</b> The effective development, implementation, monitoring, oversight of peacebuilding projects and the overall strategic direction of the PBF portfolio in Guinea-Bissau is ensured	Indicator 1.1 Evaluation of PBF Secretariat through UN leadership, AFPs (and potentially national stakeholders)	TBD			Semester surveys conducted generally except June 2019 for lack of M&E Officer.	
	Indicator 1.2					
	Indicator 1.3					
Output 1.1 Output 1.1 PBF	Indicator 1.1.1 PBF Secretariat staff attend	0	TBD	01		

	<b>Performance Indicators</b>	<b>Indicator Baseline</b>	<b>End of project Indicator Target</b>	<b>Current indicator progress</b>	<b>Reasons for Variance/ Delay (if any)</b>	<b>Adjustment of target (if any)</b>
Secretariat operations are running	approved trainings Baseline: 0 Target: ?					
	Indicator 1.1.2 Offices and equipment are continued available and operational Baseline: NA Target: NA				4 computers and vehicle are being replaced after 10 years	
Output 1.2 Effective oversight, communication and coordination enabled to ensure Oversight, Coherence and Complementarity between Projects	Indicator 1.2.1 Quality report submitted by the deadline Baseline: 0 Target: 3	0	03	04	We have never met the deadline for submission of all project reports. There have always been 1 or two late submitters. This year submissions are late because we are busy preparing 3 prodocs	
	Indicator 1.2.2 Leadership provided quality support and documentation to make decisions Baseline: NA Target: 1 update	1 per semester		03	PBF contributed to 3 induction briefings of 2 SRSGs and one DSRSG, 2 Security Council Reports and 2 PBC meetings	

	<b>Performance Indicators</b>	<b>Indicator Baseline</b>	<b>End of project Indicator Target</b>	<b>Current indicator progress</b>	<b>Reasons for Variance/ Delay (if any)</b>	<b>Adjustment of target (if any)</b>
	per semester					
Output 1.3	Indicator 1.3.1					
	Indicator 1.3.2					
Output 1.4	Indicator 1.4.1					
	Indicator 1.4.2					
<b>Outcome 2</b> The agencies implementing PBF funded projects are in a position to deliver on the implementation, monitoring and evaluation of effectively designed	Indicator 2.1 PB programs progress toward implemented by RUNOs is on track - % of projects implemented	4%	70%	0	6 projects received NCE to early 2020. 2 new projects in 2018. Two projects were completed in late 2018/2019. The delays are not due to the political situation but more to the lack of people to implement and procurement delays which is also the consequence of lack of capable staff.	
	Indicator 2.2					
	Indicator 2.3					

	<b>Performance Indicators</b>	<b>Indicator Baseline</b>	<b>End of project Indicator Target</b>	<b>Current indicator progress</b>	<b>Reasons for Variance/ Delay (if any)</b>	<b>Adjustment of target (if any)</b>
peacebuilding projects, while communicating effectively the results of their interventions.						
Output 2.1 Output 2.1 Capacity-building of RUNOs and implementing partners enabled through tailored technical support and training	Indicator 2.1.1 Output Indicator 2.1.1 % of project proposals that are reviewed for inclusion of gender and youth aspects in peacebuilding and that include disaggregated data by sex and age in their results framework	0	75	100	2 substantive projects reviewed this semester with 29 and 15% gender ratios, plus secretariate project. All GYPI were reviewed and given feedback on peacebuilding strategies and gender, but none were successful.	

	<b>Performance Indicators</b>	<b>Indicator Baseline</b>	<b>End of project Indicator Target</b>	<b>Current indicator progress</b>	<b>Reasons for Variance/ Delay (if any)</b>	<b>Adjustment of target (if any)</b>
	Indicator 2.1.2 Number and type of training events convened, and number of participants	4	6	2	We didn't provide training as planned with international consultants but I did provide 5 workshops this semester for beneficiaries of specific projects.	
Output 2.2 Output 2.2 Strengthen social communication and peacebuilding advocacy: Increase awareness by national authorities, civil society and wider public of Peacebuilding Priorities and results	Indicator 2.2.1 Communication Strategy developed	0	1	1	Done	
	Indicator 2.2.2 Number of discussion series held	1	4		This is not doable as planned as it would conflict with work of the mission. Strategy changed to procure peace song and video	

	<b>Performance Indicators</b>	<b>Indicator Baseline</b>	<b>End of project Indicator Target</b>	<b>Current indicator progress</b>	<b>Reasons for Variance/ Delay (if any)</b>	<b>Adjustment of target (if any)</b>
Output 2.3	Indicator 2.3.1					
	Indicator 2.3.2					
Output 2.4	Indicator 2.4.1					
	Indicator 2.4.2					
<b>Outcome 3</b>	Indicator 3.1					
	Indicator 3.2					
	Indicator 3.3					
Output 3.1	Indicator 3.1.1					
	Indicator 3.1.2					
Output 3.2	Indicator 3.2.1					
	Indicator 3.2.2					
Output 3.3	Indicator 3.3.1					
	Indicator 3.3.2					

	<b>Performance Indicators</b>	<b>Indicator Baseline</b>	<b>End of project Indicator Target</b>	<b>Current indicator progress</b>	<b>Reasons for Variance/ Delay (if any)</b>	<b>Adjustment of target (if any)</b>
Output 3.4	Indicator 3.4.1					
	Indicator 3.4.2					
<b>Outcome 4</b>	Indicator 4.1					
	Indicator 4.2					
	Indicator 4.3					
Output 4.1	Indicator 4.1.1					
	Indicator 4.1.2					
Output 4.2	Indicator 4.2.1					
	Indicator 4.2.2					
Output 4.3	Indicator 4.3.1					
	Indicator 4.3.2					
Output 4.4	Indicator 4.4.1					
	Indicator 4.4.2					

## PART 2: INDICATIVE PROJECT FINANCIAL PROGRESS

### 2.1 Comments on the overall state of financial expenditures

Please rate whether project financial expenditures are on track, delayed, or off track, vis-à-vis project plans and by recipient organization: *on track*

How many project budget tranches have been received to date and when do you expect to request the next tranche if applicable: There is only one tranche on this project

What is the overall level of expenditure/ commitment against the total budget and against the tranche(s) received so far: The total budget for this project = 944,356.32. Total Expenses through November 2019 (the end of the project) = 884,324.91. There is a commitment pending for some new computers in the value of = 6,000. The balance is = 60,031.41 to be returned.

If expenditure is delayed or off track, please provide a brief explanation (500 characters limit): We were not able to convene the trainings programs envisioned. We used left over funds to purchase computers and a new vehicle as the PBF Secretariat vehicle was over 10 years old and causing substantial funds to maintain.

Please state what \$ amount was planned (in the project document) to be allocated to activities focussed on gender equality or women's empowerment and how much has been actually allocated to date: N/A

Please fill out and attach the project document Excel budget Annex showing current project financial progress (**expenditures/ commitments to date**), using the original project budget table in Excel, even though the \$ amounts are indicative only.