



PROGRESS REPORT

Reporting UN Organization	:	United Nations Development Programme
Country	:	Lebanon
Project No.	:	00073450
Project Title	:	<u>Monitoring & Evaluation Team for the LRF</u>
LRF Signature date	:	December 15, 2009
Project Start date	:	December 15, 2009
Project Timeframe	:	Two years
Reporting Period	:	June – September 2010

I. PURPOSE

Project Summary:

The proposal to establish an M&E Team was made on the basis of enhancing the efficiency, preventing unnecessary expenditures and avoiding project delays. It is expected to address these issues by expanding overall oversight management.

Specifically, it is expected to enhance the LRF monitoring mechanism, currently being carried out by PAG representatives, by incorporating the aforementioned activities into a more coherent and efficient framework. 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 of a project is time-enhancing and cost-efficient to both donors and beneficiaries. Hence the expected benefits of employing an M&E team will be extensive, reaching across all parties engaged with the LRF projects.

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 objectives. Furthermore, any 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 and hence, improve the cost-efficiency and decision making outcomes of those projects by the PAG team and LRF committee.

Project Objective:

To extend the provision of timely, cost efficient and reliable M&E activities through an expansion in overall oversight management.

Project Outputs:

- Support Project Managers in achieving their pre-set deadlines in a timely manner, thus working in favor of the beneficiaries of each project, and
- 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 Linkages to National Priorities and Reconstruction Goals:

Until now, representatives from the Project Approval Group (PAG) have been carrying out all aspects of the M&E framework under LRF. These include follow ups made on the submission of quarterly reports by UN participating agencies, the conduct of field visits and the regular scheduling of monitoring meetings. In addition, since projects are required to provide final narratives and financial reports upon completion in accordance with the MOU for provisions related to M&E of the LRF, the representatives of the PAG have also been overseeing the evaluation of these reports.

Within the framework of the Lebanon Recovery Fund (LRF), the PAG recommends the formation of a Monitoring & Evaluation (M&E) Team, to further strengthen the existing LRF M&E mechanism by improving compliance with timeliness, cost efficiency and reliability of the current LRF project activities.

Project Implementation Partners:

- Ministry of Economy and Trade
- UN Agencies (UNIDO, UNDP, FAO, UNFPA, ILO, UNESCO)
- Prime Minister's Office
- UNRCO
- Ministry of Finance

II. RESOURCES

Total budget approved	:	USD 200,000
Total disbursements as for 31 June 2010	:	USD 19,408.14
Commitments for next quarter	:	USD 25,000
Available Balance	:	USD 200,000

CATEGORY	TOTAL BUDGET (USD)	TOTAL EXP (USD) June- September 2010
1. Personnel (Incl. staff and consultants)	USD 145,101	USD 12500.39
2. Contracts (Incl. companies, professional services)	USD	USD 0
3. Training	-	-
4. Transport	USD	USD 3457.5
5. Supplies and commodities	USD 5,010	USD 3241
6. Equipment	USD 9,515	USD 58
7. Travel	-	-
8. Miscellaneous	USD 27,289	USD 151.25
9. Agency Management Support	USD 13,085	USD 0
TOTAL	USD 200,000.00	USD 19,408.14

III. RESULTS

Progress in Project Implementation:

An M&E unit has been established at the Ministry of Economy and Trade. Starting the 1st of July an M&E officer is on board. The Admin-Clerk assistant is being replaced by a Project Assistant (capable to follow more on technical matters). The TOR for the Project Assistant were finalized and the recruitment process is on-going.

Project Outputs & Activities	Status
<p>Output 1: Support Project Managers in achieving their pre-set deadlines in a timely manner, thus working in favour of the beneficiaries of each project.</p>	<ul style="list-style-type: none"> • The UNRCO has been supporting the annual reporting process for 2009, guarantying on time submission trough the MDTF Gateway http://mdf.undp.org/. 23 Annual Reports were uploaded successfully by the September 30th, 2010. • A total of 18 reports (16 Quarterly reports for the third quarter 2010 and two final reports) were submitted to the MDTF Office. • 30 LRF project managers and staff, participated in the informative session held on the 8th of September 2010, to acquaint the staff on the LRF Reporting requirement to improve communication
<p>Output 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.</p>	<ol style="list-style-type: none"> 1. The M&E has completed the desk review (Project documents and Progress reports) to the 18 on-going projects 2. The Ministry of Economy and Trade, Prime Minister's Office, the Ministry of Finance and the UNRCO have supported during the third quarter has approved the requests of the following projects: <ul style="list-style-type: none"> • The no cost extension for the LRF-19 "Socio-Economic Rehabilitation Programme in the framework of the ART GOLD Programme" (UNDP); • The no cost extension for the LRF-18 "Recovery Coordination Support" (UNRC); • The no cost extension for the LRF- 21 "Recovery and Rehabilitation of Dairy Sector in Bekaa valley and Hermel-Akkar Uplands" (FAO) and, • Transfer of funds from LRF-5 savings (\$30,000) to LRF-22 LRF-22 "Support Local Socio-Economic Development in War Affected Areas South Lebanon" (ILO) 3. Draft a template for the external evaluation 4. Held 2 meetings with the Technical Steering Committee to brief the PAG on the progress achieved 5. Held 11 meetings with LRF project managers and one field visit (attached matrix) 6. Supported and assisted in the preparation of the LRF donor meeting

Meeting with Project managers and Project team

The M&E Unit help several meetings with LRF project managers and staff. During the quarter under review the

Date	Project	Objective of the meeting	Location
28 July 2010	LFR 22- LSER Phase I and II	Progress achieved, phase I savings	ILO regional offices
5 August 2010	LRF 20- LAISER Phase I and II	Progress achieved, phase I savings	UNIDO offices
9 August 2010	LRF 22- LSER Phase I and II	Progress in implementation	ILO offices SL
12 August 2010	LRF 1, 10, 16- CEDRO I, II, III	Progress achieved project challenges and constrains	CEDRO offices
23 August 2010	LRF 21- FAO dairy project	Clarification ref. changes in project objectives	MOA, National Coordinator
13 September 2010	LRF 19- Art Gold project	Progress and no cost extension rationale	MOET
17 September 2010	LRF 14- FAO Project Manager	Project status, up-coming plans	FAO offices
20 September 2010	LRF 23- UNDP Project Manager	Progress and implementation constrains	MOET
21 September 2010	LRF 9, 17- Flood, UNDP Project Manager	Progress achieved	MOET
29 September 2010	LRF 7- MOSA, UNDP Project Manager	Implementation progress	MOSA

Filed visits

Date	Project	Objective of the meeting	Location
9 August 2010	LSER Phase I and II	Meeting with stakeholders, feed back on project activities, visits ILO field interventions	ILO offices SL, Ansar and Deir Kanoun field interventions

Implementation Constraints

Coordination and synergy between projects with common interest and targets and implemented within the same geographical area is weak.

Complementarily with other recovery and reconstruction projects/programmes funded by government or other non-LRF donor and nongovernmental resources is pronounced and requires a better coordination mechanism.

Starting up the implementation of a project, setting up the office is requiring more time than expected (i.e. the process to recruit the an assistant is requiring too much time, thus reducing the efficiency of the office)

Key Partnerships & Collaboration

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IV. FUTURE WORK PLAN

KEY MILESTONES	October				November				December			
	1	2	3	4	1	2	3	4	1	2	3	4
Output 1 Support Project Managers in achieving their pre-set deadlines in a timely manner, thus working in favour of the beneficiaries of each project.												
Increased frequency of field trips and monitoring meetings												
Closer and more technical follow ups on project implementation and financial activities												
A continuous evaluation and an objective re-assessment of project achievements against pre-set targets												
Support to meet timely completion with the objective of raising the effectiveness of projects and ensure cost-efficiency in their implementation, and												
Support to examine the final evaluation of the projects implemented under the LRF.												
Output 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.												
Increased frequency of field trips and monitoring meetings												
Closer and more technical follow ups on project implementation and financial activities												
A continuous evaluation and an objective re-assessment of project achievements against pre-set targets												
Support to meet timely completion with the objective of raising the effectiveness of projects and ensure cost-efficiency in their implementation, and												
Support to examine the final evaluation of the projects implemented under the LRF.												

Adjustments to strategies, outcomes or outputs:

Strengthening the coordination mechanism among the UN agencies and create a link with the concerned line ministries such as establishing an information sharing platform, where by, LRF projects studies and assessments are shared (such as strategies, territorial diagnosis and institutional mapping...)