



LRF PROGRESS REPORT

Reporting UN Organization	:	United Nations Development Programme
Country	:	Lebanon
Project No.	:	00073450
Project Title	:	Monitoring & Evaluation Team for the LRF
LRF Signature date	:	December 15, 2009
Project Start date	:	December 15, 2009
Project Timeframe	:	Three years until December 2012
Reporting Period	:	2011-Q1: January – March 2011

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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
MDTF: Multi-Donor Trust Fund
TSG: Technical Steering Group
PAG: Project Approval Groups



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 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
- Prime Minister's Office: member of the LRF Steering Committee
- UNRCO: member of the LRF Steering Committee



- Ministry of Finance: member of the LRF Steering Committee
- UN Agencies (UNIDO, UNDP, FAO, UNFPA, ILO, UNESCO): implement the funds

II. RESOURCES

Total budget approved	USD 200,000.00
Total disbursements as for 31st of March 2011	USD 34505.37
Commitments for next quarter	USD 29,369.00
Available Balance	USD 165,494.63

CATEGORY	TOTAL BUDGET (USD)	TOTAL EXP (USD) to Date
1. Personnel (Incl. staff and consultants)	145,101.00	\$27,275.22
2. Contracts (Incl. companies, professional services)		
3. Training		
4. Transport		58.00
5. Supplies and commodities	5,010	390.7
6. Equipment	9,515	\$3,431.40
7. Travel	-	
8. Miscellaneous	27,289	3350.05
9. Agency Management Support	13,085	
TOTAL	200,000	34505.37

III. RESULTS

Progress in Project Implementation:

(Narrative description of activities planned to be implemented during reporting period and the progress of these activities)

For output (1) and during the first quarter of 2011, the M&E unit provided strategic guidance and reviewed the progress of the LRF projects to ensure transparent and accountable reporting. The unit conducted a thorough desk review of all project documents and reports for the on-going LRF projects focusing on the 2010 annual reports and the 2010 4th quarter (Oct-Dec) progress reports. This review was followed by coordinated work with the project and program managers to amend and enhance the reviewed reports, and to provide the needed information to the MDTF office prepare the LRF 2010 Consolidated Annual Progress Report.

The M&E unit conducted several field visits to:

- Focus on the project progress achieved
- Assess the project beneficiaries feedback
- Promote project linkages within and among LRF projects
- Highlight projects overlap and duplication
- Highlight and share common challenges faced and lessons learned

In addition and as members of the technical steering committee, the M&E unit provides continuous support to the Technical Support Group (TSG) members through providing project updates, major



challenges as well as achievements. Accordingly, the TSG is able to advise and support the PAG in undertaking its tasks i regarding the assessment of projects' extension requests, and overall LRF management.

For output (2); in collaboration with the Ministry of Economy and Trade, the Prime Minister's Office, the Ministry of Finance and the UNRCO, the M&E co-supported during the first quarter the review process for five no-cost time extension requests for the following projects:

- a- LRF 14 Forest Fires Management – Forest Fires Prevention, Forest Fires Fighting (Control) and Damaged Forests Assessment and Rehabilitation
- b- LRF 17 Flood Risks Prevention and Management in Baalbeck - Hermel
- c- LRF 23 Hydro Agricultural Development for Marjeyoun Area
- d- LRF 24 Early Recovery of Nahr el Bared Surrounding Lebanese Communities Affected by 2006 and 2007 Conflicts
- e- LRF 22 Supporting Local Socio-Economic Development in War-Affected Areas of South Lebanon (Phase II)



Project Outputs	Activities	Indicators
Support Project Managers in achieving their pre-set deadlines in a timely manner, thus working in favor of the beneficiaries of each project	<p>1. The M&E Unit has been supporting the annual reporting process for 2010 ; guarantying the timely submission of LRF reports through the MDTF Gateway http://mdtf.undp.org/ and as such:</p> <p>a. 15 2010 annual reports were reviewed, amended and uploaded on the MDTF gateway:</p> <ul style="list-style-type: none">- LRF 1- LRF 10- LRF 16- LRF 9- LRF 17- LRF 14- LRF 19- LRF 20- LRF 21- LRF 22- LRF 23- LRF 24- LRF 25- LRF 6- LRF 7 <p>b. 14 2010 Q4 progress reports were reviewed, amended and uploaded on the MDTF gateway:</p> <ul style="list-style-type: none">- LRF 1- LRF 10- LRF 16- LRF 9- LRF 17- LRF 14- LRF 19- LRF 20- LRF 21- LRF 22- LRF 23	<p>Document center link</p>



making outcomes and will ensure compliance with the above revisions.	b. LRF 17 c. LRF 23 d. LRF 24 e. LRF 22	
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IV. Implementation Constraints and Lessons Learned:

Constraints:

- a- Dependence on clarity of objectives and availability of indicators within the project documents
- b- Unclear and uncommon understanding of monitoring & evaluation requirements among all partners and agencies
- c- Lack of continuous communication with some project/programme managers
- d- Lack of coordination regarding communication and visibility actions

Lessons Learned:

- a- Periodic and continuous meetings with project/programme managers facilitates the monitoring & evaluation of the projects
- b- A common communication and visibility guidelines would facilitates coordination among project/programme managers and the M&E unit
- c- Extensive field visits greatly enhance familiarity and understanding of projects objectives and actual progress

V. FUTURE WORK PLAN

KEY MILESTONES	April				May				June			
	1	2	3	4	1	2	3	4	1	2	3	4
Coordinate with the implementing UN agencies on the progress made by each project on quarterly basis												
Reflect projects impact made and the linkage between activities, outputs and outcomes;												
Follow up on the progress achieved by each of the LRF projects through site visits assessing obstacles and constraints and convenient solutions for better results;												
Review of quarterly, annual and completion reports pertaining to the LRF projects;												
Contribute to the TSG periodic meetings aiming at assessing the status of each of the LRF projects												
Contribute to the PAG periodic meetings and provide substantive support to the preparation of the meetings in terms of preparing relevant updated data on the on-going LRF projects;												
Assist the UNRCO in raising additional funds for the up-coming new phases of the LRF												