



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-Q2: March – June 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 Group



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 30 June 2011	USD 55540.7
Commitments for next quarter	USD 22,285.53
Available Balance	USD 144,459.3

CATEGORY	TOTAL BUDGET (USD)	TOTAL EXP (USD) to Date
1. Personnel (Incl. staff and consultants)	145,101.00	\$40,878.46
2. Contracts (Incl. companies, professional services)		
3. Training		
4. Transport		
5. Supplies and commodities	5,010	979.70
6. Equipment	9,515	10210.40
7. Travel	-	58.00
8. Miscellaneous	27,289	\$3,414.14
9. Agency Management Support	13,085	
TOTAL	200,000	55540.7



III. RESULTS

Progress in Project Implementation:

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

Reporting

Progress reports on progress achieved by the on-going LRF projects during the second quarter of 2011 have been received and reviewed by the M&E Unit.

Coordination with the program/project managers on improving the reporting quality as per the MDTF instructions has been actively set up.

Annual reports of 2010 have been all reviewed, edited and uploaded to the MDTF website for consolidation.

Extension requests

In collaboration with the Ministry of Economy and Trade, the Prime Minister's Office, the Ministry of Finance and the UNRCO, the M&E unit co-supported during the second 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)

PAG Meeting

A PAG meeting has been organized on April 4th, chaired by H.E. Minister Safadi to discuss the progress achieved by the LRF projects, the no-cost extension requests, the LRF future outlooks and the LRF documentary production. Recommendations were as follows:

Next steps in resources mobilization:

The UNRC Office expressed that the LRF's future objective should focus on mobilizing more resources and expanding projects to cover further development areas and needs. The legal steps to follow in order to carry out such an expansion were questioned; to which the response was that this expansion had already been approved by the steering committee and that no other formalities were required.

The UNRC offered to support the resource mobilization process at this stage especially that



he is currently meeting with a lot of embassies to introduce himself as the new RC and he would bring in LRF and its mobilization efforts. The LRF Chair welcomed the idea especially that no serious progress has been done following the donors' conference held in September 2010. The chair recommended that the team from the ministries, prime minister's office and UNRCO cooperates to contact potential donors (embassies). Then, after short-listing the potential donors higher-level Minister-Ambassador meetings would be scheduled before technical staff meetings are held. In this respect, it was mentioned that some of the embassies were already met.

Extension Requests:

LRF 14, Forest Fire Management project has been granted an extension of 3 month duration to achieve the pending activities.

LRF 24, NBC Lebanese Surrounding project was subject to different decisions based on components:

- Olive harvesters and associated farmers' training, olive solid waste and women cooperatives related activities are approved to be completed.
- The greenhouses, waste water treatment and slaughter house activities are to be evaluated by appropriate external evaluators which will be selected by the Project Approval Group. Expenses will be charged to each project. The PAG's decisions will be based upon the outcome of these evaluations.
- The micro-loans component is to be terminated.

LRF 17 - Flood Risk Prevention & Management in Baalbeck-Hermel (Phase II)

- The main concerns of the PAG members are whether the implementing party is the right party to carry out the project and whether the planning and design of the project are efficient and realistic.
- An external evaluation was therefore requested to assess the methodology, design, future work plan, achieved results and impacts. The external evaluator is to be selected by the Project Approval Group. Expenses will be charged to the project's budget. The decision for approving the project extension request will be based on the outcome of the evaluation.

LRF 23 - Hydro Agricultural Development for Marjeyoun Area

- The main concerns of the PAG members are whether the implementing party has the capacity to carry out the project and whether the planning and design of the project are efficient and realistic.
- An external evaluation was therefore requested to assess the methodology, design, future work plan, achieved results and impacts. This external evaluator is to be selected by the Project Approval Group. Expenses will be charged to the project's budget. The decision for approving the project extension request will be based on the outcome of the evaluation.



LRF Video Documentary

The aim of the video is to portray the LRF's achievements as well as its future outlook. The 5 min film should therefore be presented in the form of a documentary that will help depict the various programs under LRF highlighting their achievements and showing the benefits to all sectors of the economy.

The final selection of the consultant is completed and Mr. Antoine Baaklini was selected. The selection was based on the consultant's qualifications, experience and budget. The Ministry's Media Office will work closely with Mr. Baaklini in order to attain the best results.

The video crew completed ten shooting days tackling the majority of the LRF achievements in the targeted sectors. Interviews with direct beneficiaries and local authorities as well as the program/project managers have been completed and will be reflected in the documentary. Close coordination with the MoET's Media Office on the final version and all related aspects of the video production has been set up and follow up is being performed by the M&E Team.

LRF Website and Newsletters

Joint efforts between the M&E unit and the Information unit at the RCO lead to the set up of an action plan to design and develop new LRF webpage and newsletter. The Newsletters shall be published on quarterly basis and will include a brief note on the on-going LRF projects, major achievements and impacts, in addition to photos from the field and a summary of the up-coming LRF events. The webpage's layout shall be modified in an attractive way to reflect achievements done by the closed projects, the on-going ones and the future outlooks. It shall include as well a specific section for the up-coming events and parts from the LRF documentary in addition to a detailed matrix of the 25 LRF projects and their relevant data and links.

LRF Events

FAO has celebrated the closure of the LRF 14, Forest Fire Management Project, on May 23rd, in Benta-el-Jbeil. The project started in Nov 2008 and was closed in May 2011. The ceremony included a number of speeches delivered by the project coordinator and the head of the implementing NGO summarizing the major achievements of the project in terms of equipment delivery, capacity building and reforestation activities.



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>	<ol style="list-style-type: none"> 1. The M&E Unit has been supporting the Q1 progress reports of 2011; guarantying the timely submission of LRF reports through the MDTF Gateway http://mdtf.undp.org/ and as such: <ol style="list-style-type: none"> a. Twelve progress reports were reviewed, amended and uploaded on the MDTF gateway. b. Six completion reports were received, reviewed edited and submitted for amendment to the concerned UN agencies (LRF 2, 20, 19, 7, 6, 22) 2. Set up of relevant action plan for the ten video shooting sessions related to the production of the LRF documentary. Accompany the Team crew to the field for interviews with the beneficiaries and the program/project managers. Coordination between the video crew and the MoET's Media Office on the major details concerning the production process. 3. Supported the PAG meeting of April 4th, to discuss major issues related to the progress achieved by the on-going LRF projects, the future outlooks of the program, the extension requests of LRF 14, 23, 24 and 17, in addition to the progress made by the LRF video crew. 	<p>Reports uploaded to the MDTF website</p> <p>The amended versions of the completion reports are being reviewed by the M&E unit</p> <p>Ten shooting days have been completed. First draft of the documentary is being shared by the MoET's Media Office for final decision before production.</p> <p>PAG meeting held. Decisions towards the proposed topics have been taken.</p> <p>Reporting quality improved according to the MDTF</p>



	<p>5- The M&E unit held periodical and informal meetings with program/project managers to follow up on project progress. The meetings focused on the efficiency in project implementation with particular attention to the timely implementation; resources and time available as well as proper coordination with line ministries and governmental agencies.</p>	<p>instructions. Frequency of the M&E unit sites visits and improvement of the LRF visibility.</p>
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IV. Implementation Constraints and Lessons Learned:

<p><u>Constraints:</u></p> <ul style="list-style-type: none"> a- Dependence on clarity of objectives and availability of indicators within the project documents b- Lack of coordination regarding communication and visibility actions <p><u>Lessons Learned:</u></p> <ul style="list-style-type: none"> 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
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V. FUTURE WORK PLAN

KEY MILESTONES	July				August				September			
	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 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												
Assist the UNRCO in developing the visibility for the project (website, newsletters...)												
Conduct a coordination workshop with the implementing UN agencies and their counterparts												