

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





PBF PROJECT PROGRESS REPORT

COUNTRY: THE GAMBIA

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

DATE OF REPORT: NOVEMBER 2019

Project Title: Support to establish a Strategic Policy and Delivery Unit under the Office of the President <input type="text"/>	
Project Number from MPTF-O Gateway: 00105727	
PBF project modality: T IRF £ PRF	If funding is disbursed into a national or regional trust fund: £ Country Trust Fund £ Regional Trust Fund Name of Recipient Fund: UNDP
List all direct project recipient organizations (starting with Convening Agency), followed type of organization (UN, CSO etc): UNDP, Office of The President List additional implementing partners, Governmental and non-Governmental: <input type="text"/>	
Project commencement date¹: January 2018 Project duration in months:² 30 Months	
Does the project fall under one of the specific PBF priority windows below: T Gender promotion initiative T Youth promotion initiative £ Transition from UN or regional peacekeeping or special political missions £ Cross-border or regional project	
Total PBF approved project budget* (by recipient organization): Office of The President: \$ 500,000 <input type="text"/> : \$ <input type="text"/> <input type="text"/> : \$ <input type="text"/> <input type="text"/> : \$ <input type="text"/> Total: <input type="text"/> <small>*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</small>	
How many tranches have been received so far: 1	
Report preparation: Project report prepared by: Sering Njie, project Coordinator  Project report approved by: Aissata De  Did PBF Secretariat clear the report: <input type="text"/> Any comments from PBF Secretariat on the report: <input type="text"/> Has the project undertaken any evaluation exercises? Please specify and attach: <input type="text"/>	

¹ Note: commencement date will be the date of first funds transfer.

² 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 Strategic Policy Advisory Coordination Unit has been set; a clear Concept Note and Terms of Reference delineates the tasks and functions of the Unit and outlines the unit's organizational structure within the Office of the Presidency. The Department has embarked on outreach activities to key Government Ministries to introduce the department as well as define modalities of working together to achieve results. The outreach is an important activity started with to elicit cooperation of the sectors and reinforce unit's relevance. A policy mapping exercise has been conducted with goal of understanding policy environment and to maintaining a repository of policies for reference during the policy development process. The Unit now conducts quarterly policy meetings in the form of a retreat for Permanent Secretaries to discuss key government policy issues. Also the unit has established a system for prior review and vetting of Cabinet papers as well as followup of cabinet decisions with government departments and agencies. Also the unit has formed a National Economic Council that meets with the President fortnightly to brief him on economic policy issues as well as discuss strategic economic policy implementation

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

off 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 revitalization and expansion of the existing Policy Analyst Unit into the Department of Strategic Policy, Coordination and Delivery is one of the innovative approaches of the Project. Drawing lessons from the successful implementation of the Emergency Community Development Programme (PUDC) in Senegal. Spearheaded by the Delivery Unit in DSPD four presidential (drawn from NDP) priorities have been developed and to be implemented using the PUDC model to help improve access to basic social services for the rural population by building socio-economic infrastructure and promoting the involvement of local actors in the economic and social development in collaboration with the United Nations Development Program. The Coordination Unit has also taken a unique approach to engaged all Ministries to form sector working group(SWG) to ensure comprehensive coordination and engagement of stakeholders at sector level. This enables the unit to monitor donor interventions/ plan and effectively communicate reports on progress/challenges.

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 Peace-building Secretariat is integrated within the DSPD, effectively integrating peacebuilding within the work of the unit. In this role the unit works with the Office of National Security to facilitate the Security Sector Reform process supporting the formulation of the SSR policy and supporting the different security establishments develop their respective strategic plans derived from the SSR Policy. The unit also participated in the Conflict and Development Analysis (CDA) in which social inequality and lack of access to basic social amenities and services were identified as key drivers of conflict. The Unit is coordinating the development of new projects based on the outcome of the CDA.

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):

The Department through the briefs prepared and presented to the Presidents has led to the successful negotiation for a significant extension of the timeline for debt payment to the Government of India which has freed up resources for local development. Briefs are regularly prepared for the Executive during important occasions to adequately prepare them during deliberations with great success. The Department also mediated a consensus between the Faculty Staff and Administration Staff of the University of the Gambia which prevented a possible demonstration and disturbance in the educational system. As mentioned in the previous sections, the department provides technical support to Cabinet by ensuring submissions meet the required standard which has improved deliberations. Although the Department has not started the tracking of development project, the four presidential priorities, Rural electrification, Road, Water and Food Security to be implemented in 2020, will impact the lives of all Gambians through improve agricultural sector. The priority areas aims to support the development of productive activity and services, strengthen the value chain in the production sectors and support the emergence of a rural economy capable of contributing to the improvement of the living environment of the population. It will promote rural entrepreneurship and encourage the creation of small and medium-sized enterprises in rural areas, promoting access to microfinance

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 delay in the recruitment of staff led to the extension of the project for a year but now that every body is on board, the challenge is to ensure that the team define the key operational modalities and develops a realistic capacity development plan that will enable it post project funding to continue undertaking key tasks.

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):

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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 Organisational Structure of the DSPD for the Project Staff

Photo, the Delivery Hall, Policy Hall and Coordination Hall

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: Government policies and strategies with greater coherence and based on in-depth analysis and research that is essential to effectively guide and oversee the implementation of political and development reforms in The Gambia.

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

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)?*

Major progress has been registered under Output 1.1 of the Project which includes the establishment of the Department's organizational structure with clearly defined tasks and functions within the Office of the Presidency. Some progress has been registered in Output 1.2 of the Project which includes having well-supported DSPD with strengthened operational capacity. Work plans have already been developed by the Units, however there is a need for training to strengthen the capacity of the department. Major progress has been made in Output 1.3 of the Project which is the consideration of Government Policy Priorities by the Department. The Policy Unit has written a number of policy briefs for the President and Secretary General in areas such as budgeting, development financing the Land Act, health, etc.

Outcome 2:

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

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

National ownership: How has the national government demonstrated ownership/ commitment to the project results and activities? Give specific examples. (1500 character limit)	The Unit has been embedded within the structures of the Office of the President under the direct oversight of the Secretary General and head of Civil Service.
Monitoring: Is the project M&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)?	□□□□□
Evaluation: 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)	N/A
Catalytic effects (financial): 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)	□□□□□
Catalytic effects (non-financial): Did the project create favourable conditions for additional peacebuilding activities by Government/ other donors? If yes, please specify. (1500 character limit)	Tony Blair integration within the project to support the oragnization structuring of the department and linkage within the organizational structure and business process of the Presidency to ensure efficiency of work streams.
Exit strategy/ sustainability: 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)	Department staff have been recruited at scales akin to the current civil service scale to ensure post project, government can continue to cover staff remuneration. The Office has taken steps to ensure 2020 budegting integrates project costs of mainting unit.
Risk taking: 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)	□□□□□
Gender equality: In the reporting period,	Within the recruitment of staff wituin the unt, effort was

which activities have taken place with a specific focus on addressing issues of gender equality or women's empowerment? (1500 character limit)	exerted to ensure minimum of 30% female recruitment. This included also the establishment of a Analyst position to focus on gender analysis within the work stream of the unit.
Other: Are there any other issues concerning project implementation that you want to share, including any capacity needs of the recipient organizations? (1500 character limit)	00000

1.3 INDICATOR BASED PERFORMANCE ASSESSMENT: *Using the **Project Results Framework** as **pe amendments**- provide an update on the achievement of **key indicators** at both the outcome and output level in the indicators than provided in the table, select the most relevant ones with most relevant progress to highlight). Where indicators, state this and provide any explanation. Provide gender and age disaggregated data. (300 characters)*

	Performance Indicators	Indicator Baseline	End of project Indicator Target	Current indicator progress	Reasons for
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Outcome 1 Government policies and strategies with greater coherence and based on in-depth analysis and research that is essential to effectively guide and oversee the implementation of political and development reforms in The Gambia.	Indicator 1.1 A policy papers clear with government positions and strategy	- Less government-wide coherence and consistency in messaging in various government policies on key priorities (SSR, TJ, development, humanitarian HR, etc.) - Absence of SPU to serve as the think-tank of the Presidency on key political and development reforms	All Government policies initiated and designed by line Ministries are signed-off by the Presidency - Existence of SPU with capacity, technical skills and financial resources to perform its functions	cabinet papers are vetted before submission and followu of cabinet decisions made by the department	□□□□□
Indicator 1.2 □□□□□	□□□□□	□□□□□	□□□□□	□□□□□	



	Indicator 1.3 □□□□□	□□□□□	□□□□□	□□□□□	□□□□□
Output 1.1 DSPD organizational structure with clearly defined tasks and functions established within the Office of the Presidency	Indicator 1.1.1 Availability of team providing strategic and technical support on SSR	No staff and/or advisory services are provided.	Full team of staff and experts operational December 2019	full complement of staff on board,	□□□□□
	Indicator 1.1.2 □□□□□	□□□□□	□□□□□	□□□□□	□□□□□
Output 1.2 A well- supported SPU with strengthened technical, institutional and operational	Indicator 1.2.1 SPU Work plan with government policy priorities	No workplan	Function DSPD	work plans developed and being implemented	□□□□□
	Indicator 1.2.2 Outreach and communication strategy established	No consistent messaging and outreach/ communicati on strategy	# of Communicatio n briefs on government policies shared with the public	Department now engaging with sectors on policy, coordination and delivery issues	□□□□□
Output 1.3 Key government policy priorities considered for	Indicator 1.3.1 Staff individual work programmes identified	Absence of staff work programmes	All SPU staff have approved work programmes	Department engaging sectors on the policy mapping	□□□□□

implementation by SPU	Indicator 1.3.2 M&E system to track policy progress established Economic and policy research papers produced and discussed for adoption	No M&E systems in place. No consistent Policy Papers	00000	00000	00000
Output 1.4 00000	Indicator 1.4.1 00000	00000	00000	00000	00000
	Indicator 1.4.2 00000	00000	00000	00000	00000
Outcome 2 00000	Indicator 2.1 00000	00000	00000	00000	00000
	Indicator 2.2 00000	00000	00000	00000	00000
	Indicator 2.3 00000	00000	00000	00000	00000
Output 2.1 00000	Indicator 2.1.1 00000	00000	00000	00000	00000
	Indicator 2.1.2 00000	00000	00000	00000	00000
Output 2.2 00000	Indicator 2.2.1 00000	00000	00000	00000	00000
	Indicator 2.2.2 00000	00000	00000	00000	00000

Output 2.3 □□□□□	Indicator 2.3.1 □□□□□	□□□□□	□□□□□	□□□□□	□□□□□
	Indicator 2.3.2 □□□□□	□□□□□	□□□□□	□□□□□	□□□□□
Output 2.4 □□□□□	Indicator 2.4.1 □□□□□	□□□□□	□□□□□	□□□□□	□□□□□
	Indicator 2.4.2 □□□□□	□□□□□	□□□□□	□□□□□	□□□□□
Outcome 3 □□□□□	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 □□□□□	□□□□□	□□□□□	□□□□□	□□□□□
Output 3.4 □□□□□	Indicator 3.4.1 □□□□□	□□□□□	□□□□□	□□□□□	□□□□□
	Indicator 3.4.2 □□□□□	□□□□□	□□□□□	□□□□□	□□□□□

Outcome 4 □□□□□	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: The whole tranche was already received

What is the overall level of expenditure/ commitment against the total budget and against the tranche(s) received so far: ☐☐☐☐☐☐

If expenditure is delayed or off track, please provide a brief explanation (500 characters limit): ☐☐☐☐☐☐

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: ☐☐☐☐☐☐

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.

Annex D - PBF project budget

Note: If this is a budget revision, insert extra columns to show budget changes.

Table 1 - PBF project budget by Outcome, output and activity

Outcome/ Output number	Outcome/ output/ activity formulation:	Budget by recipient organization in USD - Please add a new column for each recipient organization	Percent of budget for each output reserved for direct action on gender equality (if any):	Level of expenditure/ commitments in USD (to provide at time of project progress reporting):	Any remarks (e.g. on types of inputs provided or budget justification, for example if high T A or travel costs)
OUTCOME 1: Government policies and strategies with greater coherence, gender-sensitive, and based on in-depth analysis and research that are essential to					
Output 1.1:	SPU organizational structure with clearly defined tasks and functions established within the Office of the Presidency.	198,103		137,009	
Activity 1.1.1:	Staff recruitment/ Salaries	137,903		84,336	
Activity 1.1.2:	Purchase office equipment & furniture	40,000		48,719	
Activity 1.1.3:	UNDAF/NDP coordination	4,000		0	
Activity 1.1.4:	vehicle operation/fuel & maintenance	10,000		3,954	
Activity 1.1.5:	Establishment of governance board	5,000		0	
Activity 1.1.46	Coordination of IP meetings	1,200		0	
Output 1.2:	A well-supported SPU with strengthened technical, institutional and operational capacity to oversee a comprehensive government policy work programme, management	160,546		130,317	
Activity 1.2.1:	Collation and analysis of policy mapping	10,546		18,229	
Activity 1.2.2:	Stakeholder workshop on the policy mapping outcomes	5,000		0	
Activity 1.2.3:	Create on-line policy data base and policy documentation center	15,000		0	

Activity 1.2.4:	Study tour to learn best practices on SPU	25,000		8,605	
Activity 1.2.5:	Short term training for the staff of SPU	40,000		49,663	
Activity 1.2.6:	PS Retreats of Sector policy reviews	50,000		112,088	
Activity 1.2.7:	Develop SPU Communications & outreach strategy for the NDP	10,000		0	
Activity 1.2.8:	Govt./UNOCG joint monitoring	5,000		0	
Output 1.3:	Key Government policy priorities considered by SPU	67,290		61,950	
Activity 1.3.1:	Develop M & E framework; setup sector performance/delivery indicators & targets etc.	25,000		12,287	
Activity 1.3.2:	Set up & operationalise sector performance dash board	20,000		0	
Activity 1.3.3:	Commission policy research in sectors with partners	10,000		0	
Activity 1.3.4:	Preparation of policy briefs and publications & conduct policy	12,290		0	
TOTAL \$ FOR OUTCOME 1: USD		425,939			
SUB-TOTAL PROJECT BUDGET:				329,276	
Indirect support costs (7%): =7,506					
TOTAL PROJECT BUDGET: USD 425,939					
Sering Falu Njile, National Policy Advisor, Signature			Date	15/11/2019	
Aissata DE, Resident Representative, Signature			Date		
Ndella Faye Colley, PBF Secretariat Coordinator, Signature			Date	15/11/2019	
Seraphine Wakana, UN Resident Coordinator, Signature			Date	16/11/19	