

**United Nations Development Programme
Guyana
Annual Progress Report**

Project: ADF-GRIF II

Date: 16/01/2015

Implementing Agency: Ministry of Amerindian Affairs

Reporting Period: Jan-Dec 2014

I. Output Assessment

Output (extract output from AWP for reporting period)	Indicators (extract indicators for Outputs being reported on as recorded in AWP)	Annual Target (s) (extract from AWP)	Results Achieved (per output for the reporting period. This should include a description of targets achieved in the quarter)	Delivery Rate (actual expenditures/Disbursement received)*100	Challenges (state difficulties encountered in implementing activities)	Risks & Issues (check risk and issues log and report on risk encountered during the quarter)
<p>Output 1. Strengthened entrepreneurial and Institutional capabilities of the village economy of Amerindian communities</p>	<p>YEAR 1 Indicators: -Percentage of community ventures financed that are operational after 1st year -Percentage of community management teams or VC that are regarded as effective in managing community business -Percentage of community level businesses that are financially breaking-even -Number of partnership linkages developed in</p>	<p>First Qtr. Targets: Target 1: 100 % inception events for new Amerindian Communities eligible for micro-grant Target 2: 10 % of business ventures receive their first tranche of their grant and are operational Target 3: 10 % of functional management teams have been appraised as</p>	<p>83% of inception events conducted: 102 Communities from Regions 1, 2, 3, 4, 6, 7, 8 and 10 benefitted from start-up orientation which accomplished the following:</p> <ol style="list-style-type: none"> 1. Determined relevance and priority level of CDPs. 2. Identified potential CDPs for 22 communities that did not submit CDPs previously. 3. Preliminary assessment of communities' capacity to implement CDPs. 		<ol style="list-style-type: none"> 1. Estimation of field expenditure: In order to organize the inception seminars, actual expenditures differed from estimates significantly in some cases. 2. Lack of awareness of CDPs by Toshias: this is due in part to changes in leadership positions within Communities. 3. Poor response rate to questionnaires and evaluation forms by participants: These forms were created to provide valuable feedback to assess the specific needs of individual communities 	<ol style="list-style-type: none"> 1. Financial management: some communities lack the requisite human resource in the areas of financial management and accounting to meet reporting requirements. In addition many communities do not hold a village bank account. 2. Lack of full complement of staff: moving forward in 2015,

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	pursuit of community business development -Number of management team or VC trained to develop, manage and execute business ventures, including technical support on specific nature of project undertaken -Number of formalized /registered businesses	effective in managing community level businesses	4. Identified potential constraints to successful implementation of CDPs 5. Prepared the Communities for disbursement of micro-grants 6. Initial training provided in 4 agriculture sub-sectors including crops, poultry, cattle and aquaculture by technical officers from relevant agencies.		and also areas that the PMU can improve on in terms of delivery of information. The low response rate may have been due to deficiencies in writing, reading and comprehension skills of participants.	the PMU will require a full complement of staff in place as soon as possible to undertake the planned and planning of activities particularly the Project Associate (logistics) plays a crucial role in the planning of scoping missions. .

II. Capacity Development (Please explain how project activities have contributed to improving institutional policies, systems, strategies and structures. Give specific example of actions undertaken and the results achieved)

Inception Seminars: provided a valuable learning experience for PMU particularly with regards to organizing missions in various regions. PMU is in a better position to streamline its operations from contacting and mobilizing community members to putting together relevant informational packages for communities in order to implement their CDP, coordinating transportation via air, sea and land to ensure missions are conducted smoothly with minimum delays.

Participation at NTC: Meeting Toshaos and engaging them in informal discussions allowed for the PMU staff members to gather contextual information about their knowledge of the project and specifically their respective CDPs. The PMU was able to gain a better understanding of how the ADF project fits into a broader economic and social development agenda, and a better appreciation of the internal governance structure and decision making process at the level of NTC.

III. Gender Mainstreaming (*how did project serve men and women, identify # of men/women served*)

Initial Technical Training: training provided at inception seminars (regions 1,2,3,4,6,7,8,and 10) in 4 agriculture sub-sectors including crops, poultry, cattle and aquaculture by technical officers identified from agencies under MoA including National Agricultural Research and Extension Institute (NAREI), Guyana Livestock Development Authority (GLDA) and Fisheries Department

No. of female participants: 81

No. of male participants: 117

IV. Lessons Learnt: (Please describe new understanding or insights gained from project activities that can contribute to improving future project design and implementation. Give specific examples)

Information management at community level: The inception seminars revealed a relatively low level of awareness of CDPs by community representatives. This was due to a combination of factors including the time that elapsed between CDP conceptualization and implementation. In addition, village elections resulted in a change in leadership in many instances and this resulted in a loss of knowledge of CDPs. Time lapse between project conceptualization and implementation needs to be minimized. Community needs to develop a system of capturing, preserving and transferring knowledge and information more effectively.

Role of CDOs, POs and other stakeholders: was crucial in the areas of mobilization, communication, logistical support and facilitation of meetings. The support of other stakeholders such as the Regional Chairman and Assistant Regional Executive Officer for the various regions may be leveraged in future in terms of organization and getting community buy-in with regard to projects.

V. Innovative Initiatives: (Please describe new/pioneering actions (internal or external) taken during the year that contributed to the project being effective. Effectiveness here can be taken to mean improving practice or processes that aided positive project achievements).

Frequent communication and follow-up with communities: the inception seminars provided the PMU with valuable feedback regarding the status of readiness of the communities to implement their CDPs. Some of the basic criteria for readiness include, the formation of a community management team (CMT), a village meeting to discuss and agree upon the CDP, and a village bank account. It was discovered that the absence of village bank account is a growing concern that can potentially affect the implementation of the project in various communities. Measures that were put in place to counter this problem is constant follow-ups by the PMU prior to scoping missions to ensure that toshaos and community leaders follow through on their commitment to open a village bank account.

Technical Training Manual: the PMU has undertaken to produce a series of technical training manuals to accompany the business training manual used in the pilot phase of the project. The technical manuals will cover the various sectors and sub-sectors for example; ecotourism, cattle rearing, poultry production, cassava cultivation, and so on.

Engagement of CDOs in monitoring and evaluation of CDP implementation: The PMU is exploring options available to expand the current role of CDOs to include Monitoring and evaluation of CDP implementation. This will allow for continued support and capacity building beyond the life of the project. This will require training of CDOs in this respect.