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USAID/JAMAICA COMMUNITY EMPOWERMENT AND TRANSFORMATION PROJECT - PHASE II (COMET II)

Monthly Report: July 2014



August 5, 2014

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USAID/JAMAICA

COMET II PROJECT

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LIST OF ACRONYMS

ACB	Anti-Corruption Branch (of the Jamaican Constabulary Force)
CBO	Community Based Organization
CDMP	Community Disaster Mitigation Plan
CEDAR	Communities Empowered for Disaster & Adaptive Resilience
COL	Culture of Lawfulness
COMET II	Community Empowerment and Transformation Project II
CRC	Community Resource Centres
CSSB	Community Safety and Security Branch
DRF	Dispute Resolution Foundation
DRR	Disaster Risk Reduction
EMPR	Environmental Mitigation Plan and Report
GCC	Global Climate Change
JCF	Jamaica Constabulary Force
JRIU	Justice Reform Implementation Unit
M&E	Monitoring and Evaluation
MOJ	Ministry of Justice
MOU	Memorandum of Understanding
NAPDEC	National Association of Parish Development Committees
NIA	National Integrity Action
PIOJ	Planning Institute of Jamaica
PMP	Performance Monitoring Plan
RFA	Request for Application
SDC	Social Development Commission
SRO	School Resource Officer
STTA	Short Term Technical Assistance
USAID	United States Agency of International Development
UWI	University of the West Indies

I. PROJECT SUMMARY

During July, COMET II explored opportunities to consolidate activities and sub-activities with a focus on achieving Year One expected outcomes. With Year One coming to a close and planning underway for Year Two, the need to forecast outcomes that will not be achieved in this year and to integrate these outcomes into the next work plan is paramount. Certain outcomes in Component 1 (Community Driven Crime Prevention) and Component 3 (Alternative Sentencing) cannot be achieved due to the inability of key partners/stakeholders, the Social Development Commission (SDC) and the Ministry of Justice's Justice Reform Implementation Unit (JRIU), to take the actions necessary for COMET II activities to progress.

In May and June, COMET II experienced some implementation delays in Component 4 (Community Based Policing) while COMET II awaited USAID approval to engage the Jamaican Constabulary Force (JCF) directly. Despite these delays, in July the project reengaged the JCF as a key stakeholder who has demonstrated that it is a strong supporter of COMET II and its direction. COMET II anticipates that most Component 4 expected outcomes will be achieved in the Year One Work Plan.

In the attached Monthly Activity Report, an added column titled "Activity Outcome Adjustment" provides COMET II proposed recommendations for changes to the Year One Work Plan sub-activities and expected outcomes. These recommended updates to the Work Plan better reflect COMET II's current expectations of activity outcomes that have been affected by partner/stakeholder inability to support project objectives.

In July, University of West Indies (UWI) Mona School of Business finalized and delivered the baseline data file and final report. With this data and key findings in hand, COMET II is now positioned to move forward with pending activities and to monitor and evaluate progress in key performance indicators as the project's activities continue. Please find the baseline data results and instruments as an attachment to this report.

During the month, the grant review evaluation committees (RECs) completed their review and evaluation of grant applications received in response to grant request for application (RFA) 1 and 2. In mid-July, the COMET II grants team conducted pre-award site visits of organizations recommended by the REC to receive grant awards. The grants team is finalizing the pre-award process, the grant package to be submitted for approval to USAID, and drafting of grants. COMET II expects two grants to be awarded under each RFA.

COMET II advertised a third RFA on July 16 that aims to award grant(s) to develop capacity building workshops to augment the JCF ethics program. The deadline for submission is August 16 and the designated REC members will begin their review and evaluation of applications promptly thereafter.

Two of the three steering subcommittees continue to meet:

- **Community Resource Centers (CRCs):** The CRC Subcommittee has closed as it has achieved its objective to approve the conceptual design and final specifications for the construction of CRCs.
- **Global Climate Change (GCC):** As of July, the GCC Subcommittee has met three times to date. The subcommittee continues to seek synergies to progress the GCC and disaster risk reduction (DRR) agenda, to discuss updates related to COMET II planned activities, and to solicit feedback on project activities related to GCC and DRR. The subcommittee currently has seven members with recent inclusions from the SDC and the Jamaican Red Cross: Dr. Orville Grey (Ministry of Water, Land, Environment, and Climate Change), Anna Tucker (Office

of Disaster Preparedness and Emergency Management), Le-Anne Roper (Planning Institute of Jamaica), Sharon Gulick (USAID), Patrick Watson (SDC), Marcia Alexander (Jamaican Red Cross), and Dr. Kwame Emmanuel (COMET II GCC Coordinator).

Subcommittee members have participated in COMET II events and shared information such as community disaster mitigation plans, vulnerability and capacity assessments, community engagement experience, and DRR training materials. At the last meeting held on July 18, 2014, members recommended that the subcommittee meet on a monthly basis and draft terms of reference for committee participation. At this meeting, the GCC Coordinator presented recommended activity for the COMET II Year Two Work Plan and solicited input and comments from subcommittee members.

- **Culture of Lawfulness:** The subcommittee did not meet this month, though subcontractor EWA Communications continues its work on the public service announcements (PSAs) promoting the theme “Know your laws, know your rights”. Three different messages are being developed and these will also be drawn together to form a short video which will be distributed to professional media outlets for presenting.

COMET II continues to observe that the JCF is seen by the community generally as the single support mechanism in communities for problems. In interviews and focus groups, students and deans of discipline view the School Resource Officer (SRO) program as the only institution that supports the Safe Schools Program. Moreover, a social enterprise report from the UWI Mona School of Business states that the JCF is the major institution in Jamaica that has a comprehensive social return on investment to Jamaican society. This is supported by the fact that approximately one-third of their work in communities is being performed by institutions outside of the JCF.

2. ADMINISTRATIVE MATTERS

- **Human Resources:** The Community Coordinator for Kingston resigned in July. Recruitment for her replacement is moving forward quickly as a matter of urgency.

With the completion of the baseline data collection and collation, COMET II has determined that the project no longer requires a full-time Monitoring and Evaluation (M&E) Coordinator position and can proceed with short-term technical assistance (STTA) provided by a local M&E expert. From Year Two forward a minimal amount of time, estimated 50 days a year, will be required to fulfill COMET II M&E requirements. Any follow-up surveys will be conducted by a subcontractor to be determined through a competitive bidding process.

- **Procurements:** Nothing significant to report.

3. THREATS AND MITIGATION

No additional threats have been added to the Risk Matrix. The ability of key partner organization, the SDC, to support COMET II's objectives remains a high risk; Risk 3 in the Matrix has been adjusted accordingly. The mitigation strategy has also been adjusted however, as the program progresses, the SDC's limited capacity to carry out its core functions to support the partnership will remain a significant risk.

4. CONCLUSION

Attached is the Monthly Activity Report for July 2014 that provides a status update and percent completed for each COMET II activity. Traffic light indicators give a visual overview of the current risk associated with the completion of each activity.