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Letter of Summary

Dear partner/reader,

We are pleased to share with you the first quarter reports on on-going projects managed by UNDP Poverty Reduction and Human Development Unit.

As you would notice from the individual project reports, each concise report includes planned Q1 activities & achievements, issues & follow-up actions, as well as background information and financial summaries pertaining to each project. From Table 1 below, it can be seen that of the total annual portfolio of roughly USD 2million our average delivery rate is 45%, with a range of 106 to 0 percent. The delivery rate increases to 56% if we consider core projects (A-C) only.

Table 1: Financial Summary

Project	Budget (\$)	Expenditure (\$)	Delivery
A. Support to Poverty Reduction	471,416.00	497,888.78	106%
B. Local Enterprise and Food Security	754,369.00	78,632.00	10%
C. Microfinance	300,000.00	283,693.00	95%
Core projects A-C	1,525,785.00	860,213.78	56%
D. Enhanced Integrated Framework	45,000.00	10,500.00	23%
E. Integrated Framework Tourism Project	333,912.00	54,096.00	16%
F. Integrated Framework Trade Policy Project	158,220.00	0.00	0%
Special projects D-F	537,132.00	64,596.00	12%
Grand Total for all projects (A-F)	2,062,917.00	924,809.78	45%

The main highlights for each project include:

1. MDGs & Aid Management Project:

Key Achievements: 2007 National Human Development Report was launched country-wide, MDG Needs Assessment was edited and published, technical assistance to DACO for the preparation PRSP II, Aid management database established in DACO.

Main Issues: Lack of clarity surrounding the institutional affiliation of DACO under the new government, misunderstandings relating to reporting responsibilities to donor partners on the DACO project.

2. Local Enterprise and Food Security Project:

Key Achievements: A livestock trade fair held, concept note prepared for delivering entrepreneurship training, government approval to use the Old Newton Station for the Songhai Initiative, Literacy and Numeracy facilitator's guide prepared.

Main Issues; Q1 delivery slow due to delay in CPAP signing.

3. Microfinance Project:

Key Achievements: Appraised and provided funds to 3 MFIs, Two trainings (Product Development and Internal control system) conducted through the Microfinance Technical Assistance Facility (MITAF) for MFI staff and project

personnel at Central Bank and Ministry of Finance and Economic Development, and conducted field monitoring of MFIs in the Southern province,

Main Issues: Delays regarding the disbursement of funds to clients, weak stakeholder participation in project monitoring, delay in programme implementation.

4. **Enhanced Integrated Framework:**

Key Achievements: National Implementing Unit (NIU) project proposal designed, Fisheries Aquaculture project designed, 'Ginger, Chili and Cashew Nut' project designed, Cultural Heritage project proposal designed.

Main Issues: The New Trust Fund Manager for the EIF process was not yet finalized, Government's Integrated Framework Focal Point's contract expired.

5. **Integrated Framework Tourism Project:**

Key Achievements: Tourism Trade Fair in Paris attended by Government representatives, Brochures, posters, photos and guides printed, design plans and construction quotation for Tourism stand at airport received, advertisements for the Tourism Strategic Plan consultancy released and proposals received.

Main Issues: Some difficulties have been encountered with the Airport authority regarding the location of the Tourist Board office, some quotations for the Strategic Plan consultancy exceed the budget.

6. **Integrated Framework Trade Policy Project:**

Key Achievements: Project proposal approved and signed by the International Trade Centre (ITC).

Main Issues: Sierra Leone Investment and Export Promotion Agency (SLIEPA) is awaiting a new Board of Directors before the project can become operational, UNCTAD has not yet signed the project proposal due to an issue relating to support costs.

The individual project Q1 reports that follow expand on all the key areas and propose what is being done to address major issues. If you have any further queries relating to UNDP's work on any of the projects, please do not hesitate to contact the relevant programme officer highlighted on each Q1 report.

All of us here in the Poverty Reduction and Human Development Unit look forward to a successful partnership with you during the next quarters and, in the interest of attaining the projects' objectives, we will do our utmost to ensure our service delivery.

Yours sincerely,

Stephen Bainous Kargbo

Programme Specialist & Acting Head
Poverty Reduction and Human Development
(PHD) Unit, UNDP

A SUPPORT TO POVERTY REDUCTION – POLICY, MDGs & AID MANAGEMENT

1. Project Identification

Award Number: 00042671

Project Number: 00049414

Project Title: Support to Poverty Reduction

Project Officer: Stephen B. Kargbo and Naoya Kuboshima

2. Background:

Ongoing project created in 2004 (Award No. 0042671) to provide macro level policy support and advocacy on one hand, and direct implementation of micro-level interventions in microfinance, agriculture and the private sector. Macro level support up to December 2007 included the provision of technical (advisory) and material support to support to key government institutions, including the Office of the President, Vice President, the Ministries of Development and Economic Planning, Agriculture, Trade and Industry, and Foreign Affairs and International Cooperation.

In accordance with the new programming cycle (CPAP 2008-2010), two major adjustments were made on this project, namely:

- a. activities related to microfinance and agriculture were redesigned into a new and separate award (No. 0049283) aimed at promoting inclusive finance and the development of local (agricultural) enterprises.
- b. Only activities related to Macro-economic policy support (preparation of the PRSP, NHDR, PETS, MTEF), MDGs, private sector development, aid coordination and effectiveness have remained under the “Support to Poverty Reduction” project.

Given the new aid architecture in Sierra Leone and the vision and business approach of the new government, this project is designed to facilitate the formulation of sound economic development policies fully aligned with the MDGs. In order to ensure evidence-based policy formulation and implementation monitoring, the project also supports relevant government institutions, especially MoFED, DACO and SSL, to establish and run appropriate data management systems

3. Key Outputs:

- Policy and advocacy tools prepared and/or disseminated as a means to promoting effective dialogue among various stakeholders. (MDG, HDR and survey reports such as PETS and MTEF)
- Second generation Poverty Reduction Strategy (PRSP II) prepared, approved and funded
- Increased awareness about MDGs through information campaigns and 'best practice' demonstration programmes
- Development Assistance Database (DAD) and Development Information (DevInfo) systems up and running

4. Activities and Achievements

Planned Activities	Achievements
<ul style="list-style-type: none"> • Disseminate 2007 NHDR 	<ul style="list-style-type: none"> • 2007 NHDR was launched across the country in 3 regions (South, East and North) under the leadership of the Ministry of Internal Affairs, Local Government and Rural Development (MIALGRD).
<ul style="list-style-type: none"> • Edit and publish the MDG Needs Assessment (MDGNA) Report. 	<ul style="list-style-type: none"> • Editorial work on the MDGNA was completed with the help of an external consultant. The report has been printed and is ready for dissemination to the relevant stakeholders.
<ul style="list-style-type: none"> • Provide financial and technical assistance to DACO for the preparation of PRSP II 	<ul style="list-style-type: none"> • An outline for writing up the PRSP II was developed, and raw inputs gathered from various sectors and stakeholders. • A clear timeline for the preparation of the Aid Policy, PRSP and their subsequent approval and funding has been formulated
<ul style="list-style-type: none"> • Help organise and/or participate in meetings and consultations related to pro-poor policy formulation and aid management • Facilitate information sharing and reporting to donor partners. 	<ul style="list-style-type: none"> • Attended several meetings, including steering committee, pillar working group, national PRSP workshop and donor group meetings. The information shared/discussed in such meetings has helped promote a better understanding of the PRSP preparation process and other activities implemented through/by DACO
<ul style="list-style-type: none"> • Help establish an aid management database 	<ul style="list-style-type: none"> • An offline aid management database (DAD) has been established in DACO with the support of US based consulting firm who designed and help maintain the DAD software

5. Qualitative Achievements

The regional level launching of the 2007 NHDR has helped to popularise the document down to the level of district councils and chiefdoms. This is evidenced by the media discussions and serialised coverage of sections of the report. The document and the ensuing discussions around it will undoubtedly help the government and other key stakeholders revisit and revise the policy and operational frameworks in line with the realities of decentralised governance in the country.

The production of the MDG needs assessment report is well timed to serve as reference material in the preparation of the second generation PRSP and other national development strategies. When the Data Management Systems (DAD and DevInfo) become fully operational, Government, Development partners and the general public will have increased access to information related to aid flows and progress towards the achievement of the MDGs.

We also hosted a three pronged (MDG, Contract Negotiations and MRU support) high level mission from UNDP headquarters in mid March and met with senior government officials and the secretariat of the Manu River Union. The MDG element of the mission focused on assisting the GoSL prepare a 'Gleneagles scenario' ODA financing plan to accelerate the attainment of the MDGs in line with the UNSG's new MDG-Africa initiative.

6. Financial Status

Description	2008 Allocated Budget US\$	Expenditure for 1 st Quarter	Delivery %
Publications		15,326.07	106%
Personnel		195,945.63	
Research/Studies		138,408.47	
Materials and Goods		15,285.73	
Equipment Maintenance		54,665.98	
Supplies and other expenses		78,034.9	
Total:	471,416	497,666.78	

7. Key Challenges/Constraints and Management Responses

- Exigencies at the beginning of the year dictated an ad hoc implementation of activities before the proper formulation of CPAP. This led to some technical hitches in closing/migrating old activities in Atlas. Management however allowed the continuation of the old project with a view to completely redesigning the project under a new award by the end of the second quarter.
- Lack of clarity of the role and institutional affiliation of DACO under the new government created uncertainty about DACO's continued

existence and funding. Clarification was sought from government while minimal funding was provided to keep DACO and its functions afloat.

- Reporting to donor partners on the DACO project has been a major challenge due to apparent misunderstanding reporting responsibilities and discrepancies on financial returns made to UNDP. Several face-to-face meetings were held with DACO officials to clarify issues and solicit requisite documentation

8. Priorities for Next Quarter (April – June 2008)

- Dissemination of the 2008 MDG Needs Assessment Report
- Nationwide sensitisation on MDGs and initiation of ‘best practice’ demonstrations such as the Millennium Villages.
- Preparation of a draft National Aid Policy and an MDG compliant PRSP II
- Testing of DAD software and training of stakeholders on data entry and utilisation.
- Establishment of an MDG Desk at Statistics Sierra Leone for the proper monitoring of MDG indicators.

B ECONOMIC DEVELOPMENT SUPPORT - LOCAL ENTERPRISES & FOOD SECURITY

1. Project Identification

Award Number: 00049283

Project Number: 00060062

Project Title: Local Enterprise Support

Project Officer: Tanzila Watta Sankoh

2. Background

From 2005 to 2006, the most comprehensive pilot activity support to the decentralization process by UNDP was concentrated towards the decentralization of agricultural services. Through this support to the ministry of Agriculture and Food Security, farmers were motivated to increase their acreage and pay community contributions to Local Councils. A total of 700 Agricultural Business Units (ABUs) each comprising of 400 members were established across the country.

In 2007 the support to these farmers changed from the above to building their capacities to increase production. The persistence of poverty coupled with the fact that the Private Sector and poverty are so interconnected calls for a corresponding integration of the former in development programming. Improving the business environment for SMEs is a major step toward fulfilling our goal of halving poverty in the most efficient and sustainable way possible by 2025.

Farmers from time in memorial do farming as a way of life not keeping records of their inputs nor their outputs. This way farmers have not been able to determine whether the kind of farming they have been practicing is profitable or not and therefore year in year out the same farming is being done leaving the farmer poor. The project support for the next three years will be focused towards building the capacities of these farmers to do farming as a business.

3. Key Outputs

- (i) At least 1000 FFS trained and transformed into viable agricultural enterprises.
- (ii) Adult literacy training for at least 3000 farmers conducted.
- (iii) Livestock markets rejuvenated
- (iv) A National Centre for Agro-Enterprise Development (NAED) (Songhai Model) established.

(v) Women gardeners in the Mountain rural areas in Freetown empowered to do vegetable gardening as a business.

4. Activities and Achievements

Planned Activities	Achievements
<ul style="list-style-type: none"> Search for an organization that is well grounded in entrepreneurship development to deliver training. 	<ul style="list-style-type: none"> A concept note prepared with highlights from two organizations on types of modules that can be delivered.
<ul style="list-style-type: none"> Facilitate the conduct of a livestock trade fair by the Ministry of Agriculture, Forestry and Food Security. 	<ul style="list-style-type: none"> A livestock trade fair held at Teko village in Bombali district.
<ul style="list-style-type: none"> Request to government for the use of the old Newton station for the establishment of the Songhai Initiative in Sierra Leone. 	<ul style="list-style-type: none"> Approval received from government for the use of the old Newton station for the establishment of the Songhai Initiative.
<ul style="list-style-type: none"> Development of the facilitators guide for the delivery of literacy and numeracy training to farmers. 	<ul style="list-style-type: none"> Facilitators guide prepared.

5. Qualitative Achievements

a) Enterprise development is a new area in the development of the country and therefore it has been difficult to find organizations capable enough to deliver the entrepreneurship training to the intended groups. However after some serious search two organizations have been identified and their capacity to deliver the training have been highlighted.

b) The main objective for the Livestock Trade Fair was to create a forum where Livestock Farmers can showcase their livestock and products and also have the opportunity to interact directly with the consumers and consequently focus attention on the livestock sector with a view of its overall development.

The significance of the Trade Fair derives from the fact that it:

- Provides market information where producers are made aware of the real value of their livestock.
- Provides the enabling environment for interaction with other livestock producers.
- Provides source for the purchase of breeding material.
- Provides market for livestock farmers.
- Provides a platform for technology transfer.
- Promotes private and institutional intervention to the sub sector.

c) Sometime in December 2007 due to email exchanges between UNDP Head Quarters and the CO, I was asked to facilitate UNDP's access to the Old Newton station for the use of the establishment of the Songhai Model. This initiative is a UN initiative to facilitate Agro-enterprise development for youth and community livelihood empowerment. Upon discussion with the Minister in a meeting, a formal letter was sent to the Ministry requesting their approval. A response to this letter has been received and I am happy to report that the entire facility with its more than 200 acres has been released for the project.

d) At the end of the Decentralization of Agriculture and Achieving Food Security Project in 2006 a meeting was held with the trainers who had delivered training to the farmers to get feedback on the successes and challenges during the project implementation. In that meeting the key challenge highlighted by almost all the trainers were that the farmers cannot do farming as a business basically because they cannot read and write. In this vain the second phase support was agreed upon with the Irish Aid to support farmers in this regard. In December of 2007 an assessment was carried out amongst the chosen groups in the three districts and facilitators were identified. It was after this exercise a facilitator's guide was prepared for the delivery of the training.

6. Financial Status

Description	2008 Allocated Budget US\$	Expenditure for 1 st Quarter (US&)	Delivery %
Maintenance of equip		5,000	10.4%
Personnel		6,800	
Grant		33,500	
Materials and Goods		28,082	
Equipment		1,000	
Supplies		4,000	
Total:		754,369	

7. Key Challenges /Constraints and Management Responses

- Delivery has been low during the first quarter due to delay in the signing of the CPAP. Now that the CPAP has been signed and project work plans are almost at its completion stage deliveries are sure to rise.

8. Priorities for Next Quarter (April – June 2008)

- Training of Trainers Workshop for adult literacy facilitators in three pilot districts (Bo, Kambia and Kono)
- Training of the Vegetable growers on the Farmer Field Schools.
- Start the entrepreneurship training programme.
- Implementation of the dissemination of the Nerica rice seed in there various locations through the training of ABU farmers as seed growers.
- Kick start the implementation of the Songhai Initiative in Sierra Leone.
- Monitoring of the pilot literacy training in the districts.

C ECONOMIC DEVELOPMENT SUPPORT - MICROFINANCE

1. Project Identification

Award Number: 00049283

Project Number: 00059992

Project Title: Development of a Sustainable Pro-Poor Financial Sector.

Project Officer: Abdulrahman Bob Conteh

2. Background

Sierra Leone has a thriving informal sector with many households earning their livelihood by undertaking micro or small business activities. Most of these household have limited or no access to microfinance. Providing sustainable access to financial services to poor and low-income people is considered an effective tool for poverty reduction in a developing country like ours.

In 2003, the Government in collaboration with key microfinance donors including UNDP, UNCDF and KfW developed a five year (2004-2009) microfinance project “Development of a Sustainable Pro-poor Financial Sector”.. The goal of the project is to contribute to the achievement of the Millennium Development Goals, especially the goal of cutting absolute poverty by half by 2015. This can be achieved by increasing sustainable access to financial services for poor and low-income people in Sierra Leone through a competitive and sustainable inclusive financial sector.

3. Key Outputs

- Potential leaders of the microfinance industry have reached sustainability and have considerably increased their outreach to develop a competitive, sustainable pro-poor financial sector. (93,000 clients with financial services)
- . Strategic partnerships are built with other donors and private sector in joint support of a sustainable pro-poor financial sector.
- A professional microfinance unit has been established in the Bank of Sierra Leone to ensure an optimal enabling environment for the development of the microfinance industry and its eventual integration into the financial system
- Sound microfinance principles have been disseminated and are widely accepted and adopted

4. Activities and Achievements

Planned Activities	Achievements
<ul style="list-style-type: none"> ▪ Provide financial services to poor clients to embark on small scale enterprise. 	<ul style="list-style-type: none"> • Appraised and provided funds to 3 MFIs (CARE, IPC and CEDA) to lend to clients engaged in micro enterprise.
<ul style="list-style-type: none"> ▪ Conduct training for MFIs and other project personnel in MOFED and BSL 	<ul style="list-style-type: none"> • Two trainings (Product Development and Internal control system) conducted for MFI staff and project personnel at BSL and MOFED.
<ul style="list-style-type: none"> ▪ Convene programme meetings to discuss programme implementation with stakeholders. 	<ul style="list-style-type: none"> • Conducted a Technical and Investment Committee meetings which made amendments on the programme document, proposed an exit strategy for the TSP and approved funding for one MFI and four Community Banks
<ul style="list-style-type: none"> ▪ Monitor programme activities. 	<ul style="list-style-type: none"> • Conducted field monitoring of MFIs in the Southern province. (CEDA and ARD in Bo)

5. Qualitative Achievements

As indicated above in the key outputs, the project seeks to provide financial services that will increase outreach to many rural clients and at the same time reach sustainability. Providing funds to these MFIs made it possible for about 2000 marginalised women to expand and diversify the enterprise.

Capacity building especially training is key to the development of the Microfinance sector and as a result trainings were conducted in Product Development and Internal Control systems. The traditional group loan methodology practised by all the MFIs is no longer attractive to the old clients as they prefer individual loans. Some MFIs with good client credit history now want to offer individual loan products but lacked the capacity are now preparing to start offering this product. Moreover, as MFIs expand their activities, their loan portfolios increase which may require proper internal control systems to mitigate against fraud.

The mid-term evaluation report recommended for a review of the programme document. During the Technical meeting, detailed discussions were done on the amendments especially on the roles of the various stakeholders (Government and Donors) in the different decision making bodies i.e. the Investment and Advisory Committees; and proposed exit strategy for the TSP. In addition, the Investment Committee also approved funding for one MFI (CEDA) and equipment for the four Community Banks in Yoni, Marampa, Segbwema and Matru Jung.

Regular programme monitoring is very useful in effective programme implementation and has been very effective as stakeholders have embarked on joint monitoring trips in the past years. During the first quarter attempts were made to visit clients and MFIs (CEDA and ARD) in Bo. It was observed during this visit that MFIs still limit their outreach to Bo town and that incremental loans due to clients who have gone through the due process have not been paid by MFIs.

6. Financial Status

Description	2008 Allocated Budget US\$	Expenditure for 1st Quarter	Delivery %
Personnel		6000	95%
Operational/Administrative Cost		2000	
Contractual Service TSP		85796	
Contractual services MFI		193914	
Total:		300,000	

7. Key Challenges /Constraints and Management Responses

- Due to limited budget allocation and the delay on the part of the MFIs to meet their performance targets, a lot of back log payments have accumulated thereby delaying disbursement of funds for on lending to clients. The way forward is to submit a comprehensive donor breakdown of contractual obligations to senior management for adequate and prompt allocation of resources
- Weak stakeholder participation (BSL and MOFED) in project monitoring. This has been due to some administrative challenges with the TSP and the political environment last year. We intend to conduct regular field monitoring and convene a meeting with BSL and MOFED to discuss the possibility of conducting again the joint stakeholders monitoring.
- Delay in programme implementation as a result of late disbursement by other donors mainly KFW and UNCDF. Proper and timely appraisal and recommendation of MFIs performance by TSP for disbursement will help resolve this.

8. Priorities for Next Quarter (April – June 2008)

- Disbursement of Funds for on lending to the economically active poor.
- Training of MFI and programme personnel
- Monitoring of programme activities (joint or individual monitoring of MFIs and Clients in East and Northern regions)
- Development of a proposal for exit strategy of the Technical Service Provider

D ENHANCED INTEGRATED FRAMEWORK (EIF) PROCESS

1. Project Identification:

Award Number: 00048253

Project Number: 00058299

Project Title: Support to the Enhanced Integrated Framework process

Programme Officer: Peter Donelan

2. Background

The project was commenced in February 2008 at the request of the Ministry of Trade and Industry. The project aims at providing the Ministry of Trade and Industry with short term technical assistance to move the in-country Enhanced Integrated Framework process forward. The Enhanced Integrated Framework is a funding mechanism that will provide Sierra Leone with US\$14 million over the next 5 years for trade related technical assistance as defined in the government's Diagnostic Trade Integration Study (DTIS). The Trust Fund Manager for the EIF is UNOPS based in Geneva.

3. Key Outputs

- Enhanced Integrated Framework National Implementing Unit (NIU) established to manage the EIF process to be funded by TIER 1 of the EIF.
- 3 projects of TIER 2 of the EIF commenced.

4. Activities and Achievements

Planned Activities	Achievements
<ul style="list-style-type: none">▪ Design of the NIU project proposal with the Ministry of Trade and Industry▪ Design of a Fisheries Aquaculture project proposal with the Ministry of Fisheries and Marine Resources.▪ Design of a Ginger, Chili and Cashew nut project proposal with the International Trade Centre (ITC)▪ Design of a Cultural Heritage project proposal with the Sierra Leone Monument's and Relics Commission.	<ul style="list-style-type: none">▪ NIU project proposal designed.▪ Fisheries Aquaculture project designed.▪ Ginger, Chili and Cashew Nut project designed.▪ Cultural Heritage project proposal designed

5. Qualitative Achievements

As indicated above, the project seeks to move the in-country EIF process forward. The paragraph below explains the progress made towards the attainment of this goal.

- The UNDP in Sierra Leone has been acting as the donor facilitator for the Integrated Framework process since 2005. The DTIS was approved in 2006 and 2007 saw the formulation of 2 Window II projects funded through the IF (US\$ 1 million). The EIF process began in 2008 and involves a much greater amount of funds to be spent on trade related technical assistance in Sierra Leone (US\$14 million). The transition from the IF to the EIF and UNDP's role as the in-country facilitator led the government of Sierra Leone to request the UNDP to provide technical assistance. To meet this request, the UNDP hired an IF Facilitator in February 2008. The IF Facilitator worked with the key stakeholders to meet the Q1 planned activities.

6. Financial Status

Description	2008 Allocated Budget US\$	Expenditure for 1 st Quarter	Delivery %
Contractual Services		10,500	23%
Total:	45,000	10,500	

7. Key Challenges /Constraints and Management Responses

- The New Trust Fund Manager for the EIF process was not yet finalized in by the IF Board in Geneva during Q1. This left a small knowledge gap throughout the design of projects and may necessitate minor alterations to project document in Q2 before their submission in June 2008. All stakeholders in the design of the various projects were fully informed of developments in the global EIF process as they arose. The lack of a finalized Trust Fund Manager did not influence stakeholders' enthusiasm for the initiative.
- The Ministry of Trade and Industry's Focal Point's contract expired. A senior official at the Ministry of Trade and Industry was able to take over as acting Focal Point for the IF & EIF processes.

8. Priorities for next quarter (April – June 2008)

- Facilitate the establishment of the National Implementation Unit
- Tier 2 projects approved locally and submitted to Geneva

E INTEGRATED FRAMEWORK (IF) TOURISM PROJECT

1. Project Identification

Award Number: 00048008

Project Number: 00057978

Project Title: Integrated Framework Tourism Project

Project Officer: Peter Donelan

2. Background

The project was commenced in February 2008 as part of the Integrated Framework Window II funds with the UNDP Geneva acting as Trust Fund Manager. The project aims to revitalize the tourism sector in Sierra Leone as part of the government's Diagnostic Trade Integration Study (DTIS) Action Matrix objectives. To do this the project has two main areas of focus for 2008 one is a marketing Plan specifically focused on the Sierra Leone National Tourist Board and the other is a Strategic Plan focused on the Ministry of Tourism and Cultural Affairs.

3. Key Outputs

- Attendance of key national tourism stakeholders at International Trade Fairs.
- Design and production of tourism promotion material.
- Establishment of a Tourist Board information desk at Lungi airport.
- Improve the operational capacity of the Sierra Leone National Tourist Board.
- Establish the Strategic Plan Consultancy Team.
- Government validation of Strategic Plan.

4. Activities and Achievements

Planned Activities	Achievements
<ul style="list-style-type: none"> ▪ Design and Print of 10,000 Brochures. ▪ Print 7,500 posters. ▪ Print 3 Large backdrop photos. ▪ Print 500 visitors guides ▪ Payment for design/layout artist ▪ Website update. ▪ Information desk at Lungi. ▪ Attend Tourism Trade Fair in Paris, France. ▪ Recruit Local and International Consultants for Strategic Plan. 	<ul style="list-style-type: none"> ▪ Brochures, posters, photos and guides printed. ▪ Tourism Trade Fair in Paris attended by Government representatives. (Tourism industry stakeholders met and updated on Sierra Leone. Contacts made with European Tour Operators. Publicity material widely distributed. Interviews held on TV and Radio) ▪ Design plans and construction quotation for Tourism stand at airport received. ▪ Advertisements for the consultancy to do the Strategic Plan were released. ▪ 8 consultancy proposals received.

5. Qualitative Achievements

As indicated above, the project seeks to revitalise the tourism sector in Sierra Leone. The paragraphs below explain the progress made towards the attainment of this goal.

- The production and dissemination, locally and internationally, of new updated and professionally produced tourism promotional material seeks primarily to address the goal of changing the image of Sierra Leone. The tourism sector in Sierra Leone will benefit from the country's image being promoted as an exciting and pleasurable tourist destination. This was highlighted in the government's DTIS Action Matrix Tourism section.
- One of the immediate outcomes of the attendance at the Tourism Trade Fair in Paris was the development of industry contacts. A follow up plan to host two groups of French Tour Operators and Travel Journalists on familiarization tours to Sierra Leone in May and November of this year has begun.
- The large number of high quality consultancy proposals received for the strategic plan shows the successful advertising campaign conducted. This will now give the project team a greater choice of which consultants to choose from.

6. Financial Status

Description	2008 Allocated Budget US\$	Expenditure for 1 st Quarter	Delivery %
Contractual Services		41,926	16%
Travel		12,171	
Total:	333,912	54,096	

7. Key Challenges /Constraints and Management Responses

- The upgrade of the Tourist Board's website has turned out to be more expensive than budgeted for, as the Webmaster has quoted higher than an initial quote. Negotiations are underway to resolve this for Q2
- Some difficulties have been encountered with the Airport authority regarding the location of the Tourist Board office. Negotiations are underway to resolve this for Q2
- Some quotations for the Strategic Plan consultancy are higher than budgeted. The Tourist Board is seeking the possibility to 'top-up' the resources from alternative funds. An IF Tourism Project Management Team meeting is scheduled for Q2 to address the consultancy issue.

8. Priorities for Next Quarter (April – June 2008)

- Fastracking the preparation of the strategic plan for tourism
- Establishment of a Tourism Office at Lungi Airport

F INTEGRATED FRAMEWORK (IF) TRADE POLICY PROJECT

1. Project Identification:

Award Number: 00048008

Project Number: 00060188

Project Title: Integrated Framework Trade Policy Project

Programme Officer: Peter Donelan

2. Background

The project was marked in 2007 to be a recipient of Integrated Framework Window II funds in early 2008. It was designed to address the issue that Sierra Leone lacks the institutional capacity to formulate a comprehensive trade policy and make coherent decisions which impact on its medium to long term trade prospects. In particular, the country lacks substantive technical capacity in trade negotiation skills.

3. Key Outputs

- Trade information capacity within the Ministry of Trade and Industry enhanced.
- Improved access and analysis of trade data within the Ministry of Trade and Industry.
- Improved research and negotiation capacity within the Ministry of Trade and Industry

4. Planned Activities for First Quarter 2008 and Achievements

Planned Activities	Achievements
<ul style="list-style-type: none">▪ Design and approval of project proposal.▪ Dispersal of funds to key project implementing agents (ITC & UNCTAD)	<ul style="list-style-type: none">▪ Project approved and signed by ITC.▪ Project components input into Atlas

5. Qualitative Achievements

As indicated above, the project seeks to address institutional capacity problems within the Ministry of Trade and Industry. Below seeks to explain how Q1 has helped in this area.

- The implementing partners for the IF Trade Policy project are ITC and UNCTAD. Neither has an in-country presence in Sierra Leone. The UNDP facilitated the design and approval of the project with the IF Trust Fund Manager, in-country counterparts and the IP.

6. Financial Status

Description	2008 Allocated Budget US\$	Expenditure for 1 st Quarter	Delivery %
Contractual Services		0	0%
Total:	158,220	0	

7. Key Challenges/Constraints and Management Responses

- The new administration in Sierra Leone disbanded the Board of Directors of the Sierra Leone Investment and Export Promotion Agency (SLIEPA). SLIEPA was to be the key in-country focus of the work by ITC and UNCTAD. Until SLIEPA is functional again the project must remain on hold. However, new premises for SLIEPA are due to be operational in Q2 and the government has begun the process of hiring new staff for SLIEPA.
- UNCTAD did not agree to the required support cost percentage rate of 8% as defined for all Integrated Framework projects. UNCTAD are to resolve the issue of support costs but are happy for the project to continue with the ITC element first.

8. Priorities for Next Quarter (April – June 2008)

- Continued dialogue with ITC and Government on operational status of SLIEPA
- Implementation monitoring