



“Vegetation and land cover mapping and improving food security for building resilience to a changing climate in Pacific island communities” Project – Coordinators Meeting

Technical Exchange on building resilience to climate change and strengthening food security in PICTs

2-6 March 2015

Novotel Hotel, Nadi

MEETING SUMMARY RECORD



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Executive Summary

A regional planning meeting for the SPC/USAID project and technical exchange for Pacific Island Countries (PICs) was convened from 2-6 March at the Novotel Hotel in Nadi, Fiji. The project which commenced in January 2012 will end on 30 September 2015, and is currently being implemented by the governments of Fiji, Kiribati, Samoa, Solomon Islands, Tonga and Vanuatu, in partnership with SPC's technical divisions; Land Resources Division (LRD) and Geoscience Division (SOPAC); and the United States Agency for International Development (USAID). The goal of the regional project is to evaluate and implement innovative techniques and management approaches to increasing the climate change resilience of terrestrial food production systems for communities in selected PICTS (Fiji, Kiribati, Samoa, Solomon Islands, Tonga and Vanuatu).

The meeting included Food Security Coordinators from the Ministry of Agriculture, and Climate Change and Finance representatives from the project countries and the SPC/USAID project team. The preparatory meeting, held on 2-3 March and was opened by Dr Siosiua Halavatau, Deputy Director Land Resources Division, SPC. The meeting agenda and participants list is attached as *Annex III and IV*.

The objectives of the preparatory meeting was to finalise the 2015 work plan and budget, discuss exit strategies; and finalise the terms of reference for the end of project evaluation and gender assessment in preparation for the project closure on 30 September 2015. The PICs agreed that the exit strategies would be presented back to relevant stakeholders in country for the endorsement. The meeting endorsed the TOR for the end of project assessment (attached as *Annex V*) and the TOR for the gender assessment (attached as *Annex VI*). The meeting noted that the assessments which would also include field visits will be conducted from March-June 2015.

The meeting proper which was held from the 4-6 March, included other implementation partners and other projects and gave countries an opportunity to present their work so far as well as their exit strategies and look to potential new partners to possibly continue the work that has been carried out so far.

Acronyms and Abbreviations

ADB	Asian Development Bank
AHP	Animal Health and Production
AusAID	Australian Agency for International Development
BSRP	Building Resilience and Safety in the Pacific
CBA	Cost Benefit Analysis
CC	Climate Change
CCD	Climate Change Division (Government of Fiji)
CCDRM	Climate Change & Disaster Risk Management
CCND	Ministry of Climate Change and Natural Disaster (Government of Vanuatu)
CHICCAP	Choiseul Integrated Climate Change Adaption Program (Solomon Islands)
DARD	Department of Agriculture & Rural Development (Government of Vanuatu)
EDF10	European Development Fund 10
EU	European Union
GCCA	Global Climate Change Alliance
GIS	Geographic Information System
GIZ	Deutsche Gesellschaft für Internationale Zusammenarbeit
IFAD	International Fund for Agricultural Development
IKM	Information & Knowledge Management
IVA	Integrated Vulnerability Assessment
KNEG	Kiribati National Expert Group
KRA	Key Result Area
LRD	Land Resources Division (SPC)
L&L	Live and Learn
MAF	Ministry of Agriculture and Fisheries (Government of Sama)
MAFFF	Ministry of Agriculture Food Fisheries and Forestry (Government of Tonga)
MAL	Ministry of Agriculture and Livestock (Government of Solomon Islands)
MELAD	Ministry of Environment Lands and Agricultural Development (Government of Kiribati)
MoA	Ministry of Agriculture (Government of Fiji)
NCCCT	National Climate Change Country Team (Government of Fiji)
NGO	Non-governmental Organization
NDMO	National Disaster Management Office (Government of Fiji)
OBM	Outboard Motor
PAIG	Partners Advisory Group (CHICCAP Programme, Solomon Islands)

PAPP	Pacific Agriculture and Policy Programme
PIC	Pacific Island Countries
PIFON	Pacific Island Farmers Organization Network
PGS	Participatory Guarantee System
POETCom	Pacific Organic and Ethical Trade Community
PSC	Provincial Steering Committee (Choiseul, Solomon Islands)
SIDS	Small Island Developing States
SIG	Solomon Island government
SOPA	Sabeto Organic Papaya Association (Fiji)
SOPAC	Geo-science Division (SPC)
SPC	Secretariat of the Pacific Community
SPREP	Secretariat of the Pacific Regional Environment Program
TNC	the Nature Conservancy
UNDP	United Nations Development Program
USAID	United States Agency for International Development
USD	United States Dollar
USP	University of the South Pacific
VPA	Village Project Assistant (Kiribati)
WASH	Water Sanitation and Hygiene (UNDP)
WB	World Bank

‘Technical Exchange on building resilience to climate change and strengthening food security in PICTs,’ 4-6 March 2015

Day 3: Wednesday 4 March 2015

Opening

1. The meeting was opened by the Fiji Ministry of Agriculture, Deputy Secretary, Miliakere Nawaikula and the SPC’s Deputy Director of the Land Resources Division, Dr Ken Cokanasiga. The opening remarks underscored the valuable support of the United States Agency for International Development (USAID), the Pacific Island Countries (Fiji, Kiribati, Samoa, Solomon Islands, Tonga and Vanuatu) and partners (SPC/GIZ Coping with Climate Change in the Pacific Region Programme, SPREP/USAID Project, SPC/EU Pacific Agricultural Policy Programme, UNDP, Koko Siga Pacific, Live & Learn. The Nature Conservancy, Fiji’s Sabeto Organic Farmers Association, Solomon Island’s Zai Na Tina Organic Centre) in supporting implementation of the project.
2. The opening remarks also highlighted the impacts of climate variability and climate change on food security in PICs and the importance of strengthening communities’ resilience to adapt, prepare and respond to the impacts of climate change and disasters. The speakers emphasised the importance of PICTs to share milestones, challenges and lessons learnt from the project, and acknowledged the commitment of the PICTs and partners in implementing the project.
3. The SPC/USAID Project Manager presented the meeting objectives which were to: share information on milestones, challenges and lessons learnt; share information on decision-making tools (GIS mapping and cost benefit analysis); to endorse the 2015 work plan & budget which were prepared and endorsed at the; to identify exit strategies and visit one of the climate change adaptation project sites in Fiji (Sabeto). A summary of challenges, lessons learned and exit strategies are attached as *Annex I and II*.
4. Based on the current financials, the meeting noted that to date the project had expended 86% (USD3.4m out of the USD4m) of the project funds and that the balance of the funds will be committed for the 2015 work plan until the project end date. The presentation further noted that to date Fiji and Vanuatu had the highest expenditure to date with Solomon Islands, Samoa, Tonga and Kiribati following. This was largely attributed to the purchase of satellite imagery and production of updated land and vegetation cover maps for Fiji, Solomon Islands from 2012-2014. In addition, orders had been put in for Solomon Islands, Tonga and Vanuatu but not all imagery for all islands had been purchased (hence not being reflected in the expenditure report). The participants were reminded that the project had been given a nine month no-cost extension period (January-September 2015) given the delay in receiving project funds from USAID. This period would be focused on completing activities by June which would leave July-September for completion and submission of technical and financial reports from the PICs. At the end of the Planning Meeting, the 2015 country work plans and revised budget were presented, discussed and endorsed.

Figure 1: Breakdown of expenditure to date

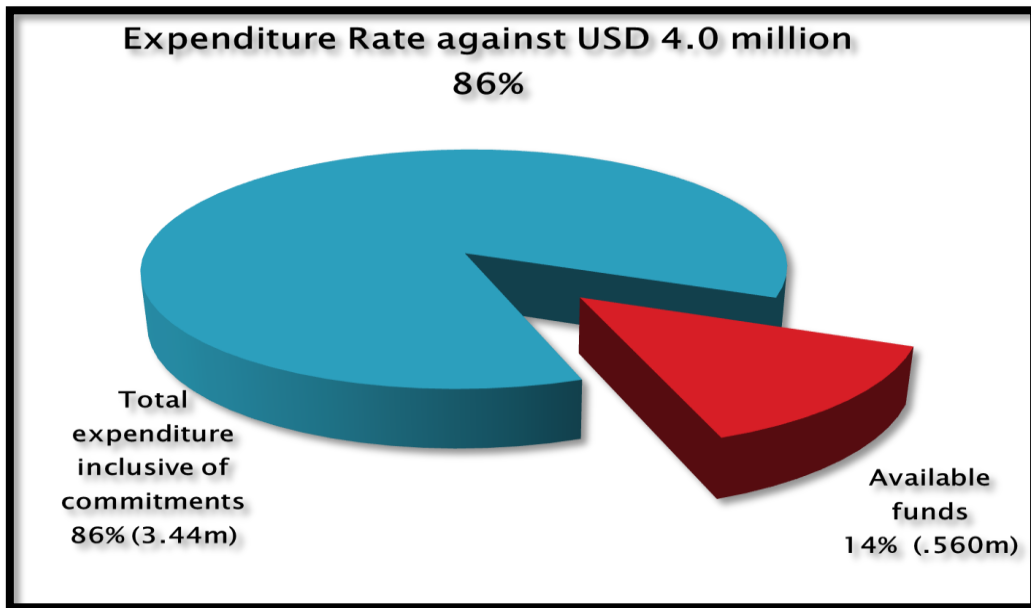


Figure 2: Project funds utilisation by country (actuals versus forecast)

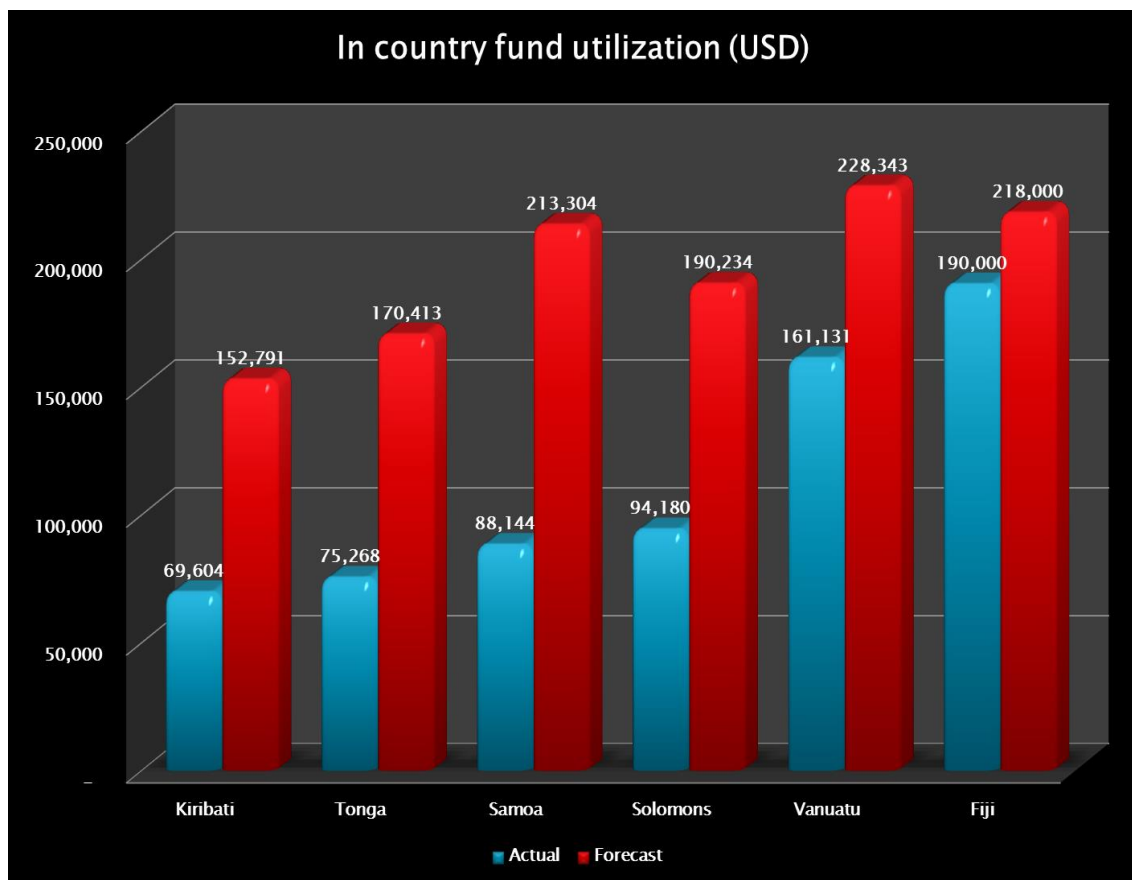
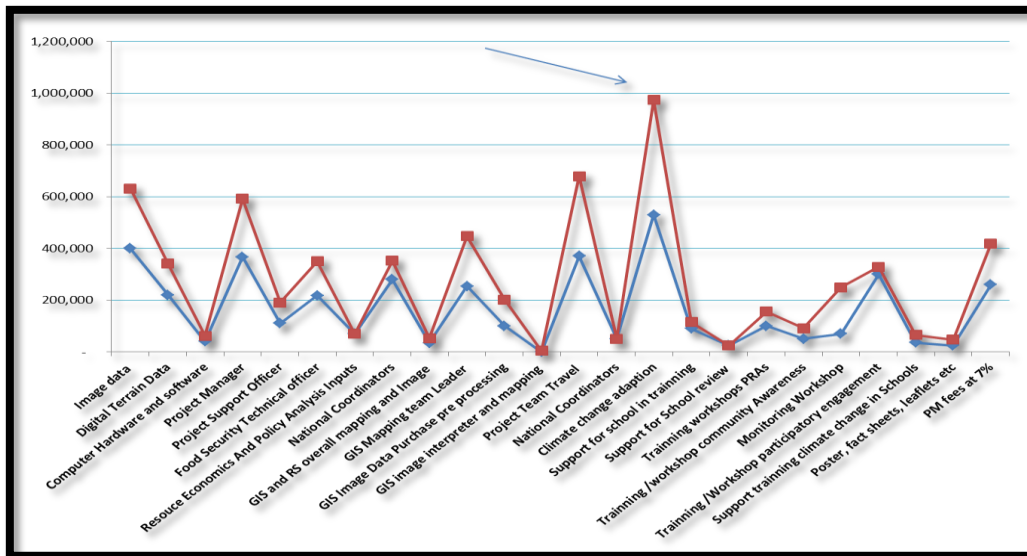


Figure 3: Actual budgets (for in-country activities) available against the remaining activities forecasted budgets.



Country Presentations

- Fiji:** The presentation noted that the Fiji project site (Sabeto) was selected by the National Climate Change Country Team (NCCCT) in October 2012. The site was selected based on the availability of existing data with regard to communities' vulnerabilities and for its location within a larger catchment making it a potential site to apply the ridge to reef approach. A vulnerability assessment was carried out by the SPC and the Ministry of Agriculture staff in October 2012. Results from the assessments were used to develop adaptation interventions in consultation with the five communities in Sabeto; Nagado, Korobebe, Naboutini, Narokorokoyawa and Koroiyaca. Milestones to date include; (i) the development of GIS information data, land-use maps and information to aid food security analysis and planning for Fiji. These milestones are reflected through; updated land and vegetation cover maps for Fiji; crop suitability, land use and land tenure maps for the Sabeto catchment; updated GIS databases for Fiji; agriculture, forestry and lands officers trained in GIS mapping. (ii) Current and future constraints to increased sustainable food production identified in different agricultural ecosystems which is demonstrated by the integrated farming systems/agroforestry models established in the upper, mid and lower Sabeto catchment and in Narikoso village, Kadavu; as well as the established organic farms in Nagado. (iii) Greater awareness of the impacts of climate variability and climate change on food production among national and community stakeholders. This is reflected in Participatory rural appraisals (PRA) completed for Sabeto communities and Narikoso villages; agriculture and livestock officers trained in PRA tools; communities, agriculture and livestock officers trained on plant propagation, nursery management, climate ready crops, agroforestry; and climate change and husbandry training. (iv) Increased use of sustainable farming practices. This milestone is reflected through; increased diversity in terrestrial food production systems in Sabeto and Narikoso village; improved soil fertility; organic farming promoted and implemented by youth groups in Sabeto; establishment of an Organic Farmers Association (Sabeto Organic Farmers Association). (v) Increased use of GIS for supporting adaptation responses and monitoring change in the various agriculture ecosystem components. This is reflected in; updated GIS information available for pilot sites (Sabeto).
- Challenges faced included; land tenure, ownership by communities in carrying out activities under the work plan. To respond to the challenges, participatory approaches were employed whereby the SPC team worked alongside the national government counterparts (Ministry of Agriculture Staff) and Village Steering Committees to implement planned activities. The meeting

shared similar sentiments and underscored the need to identify and work with influential community champions (such as the Chairman of the Narikoso Development Committee) to strengthen community ownership.

7. **Kiribati:** A brief overview of the Whole of Island approach was presented by Mr. Choi Yeeting the Climate Change Coordinator, of the Office of the President as well as member of the Kiribati National Expert Group (KNEG), a technical advisory board that meet on a needs basis to advise the government on incoming projects as well as national priorities and issues. Milestones to date included; endorsement of the Whole of island Approach by Cabinet, the implementation of the Whole of Island Approach as part of a wider effort to address various vulnerabilities in an integrated approach by a number of implementing Secretariat of the Pacific Community (SPC), GIZ, Secretariat of the Pacific Regional Environment Programme (SPREP), University of the South Pacific (USP) and donor agencies such as the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) through the German Federal Government , the United States Agency for International Development (USAID), the European Unions Global Climate Change Alliances Program (GCCA), Australian Aid (AusAID) and the Pacific Organic & Ethical Trade Community (POETCom) on the island of Abaiang and Tabiteuea North. Trainings on LFA (Log Frame) training to be conducted (& M&E delivered to the KNEG assisted in capacity strengthening and will be of great assistance for monitoring of upcoming projects and with exit strategies for the successful completion of Whole of Island activities. Also allowing project proposal development for KJIP (Kiribati Joint Implementation Plan) activities. It was also mentioned that the government of Kiribati is ready to move on to the next pilot site (Tabiteuea Meang) and that the KNEG members will be able to conduct the exercises required in formulating the IVA report on the island (as was conducted on Abaiang) It was further noted that the KNEG would also like to see participation from the regional support team (SPC, SPREP, GIZ) in moving on to the next island to implement the Whole-of-Island Approach. (SPREP/SPC will carry out their survey at the three demo sites and install water pumps/ overhead tanks depending on their result from the survey in addressing the challenge in watering plant.)
8. The Food Security Coordinator from Kiribati Ms. Rutiana Kareba presented updates for Kiribati which included; integrated vulnerability assessment for Abaiang Island which was completed in September-November 2013. Based on the results from the assessments, the Island Council identified three project sites; Takarano, Tuarabu and Tabontebike. By the end of 2014, the Agriculture and Livestock Division under the Ministry of Environment, Lands and Agricultural Development (MELAD) have set up community nurseries at each of the sites to supply households with seedlings for home gardens; and established agroforestry demonstration sites integrated with livestock and establishment of a piggery and chicken facilities for cross-breeding to produce improved/resilient breeds. Community training was provided on animal husbandry, climate change, planting techniques and compost making were also undertaken during this period. Three village project assistants (VPAs) from Abaiang have been recruited and assigned to each village to monitor activities at the sites. Crops which have been planted include pandanas, breadfruit, taro, bananas, sweet potatoes, coconut seed nuts, tapioca; and native fig. Community nurseries have been stocked with a variety of vegetables and distributed out to households. Each village has also set up a working committee that will be responsible for management of project activities to ensure ownership and sustainability of project activities. Following the completion of activities in the first three villages on Abaiang, the team commenced implementation on selected sites, Tearinibai, Kainaba, Nabeina and Tabiteuea, in North Tarawa.
9. Challenges faced included the disagreement between villages regarding site selection, and land ownership issues on the community demonstration sites, poor health of the introduced livestock (chickens and pigs) and stunted growth in crops and trees due to soil fertility and poor quality water sources. These challenges were addressed through hands on training on livestock husbandry practices, soil improvement, promoting local crops and fruit trees (native fig and pandanas) as well as linking up with other projects (SPREP/USAID) to support activities to reduce contamination at water sources close to the demonstration sites.

10. **Samoa:** An overview of the project components were presented by project coordinator Ms. Emele Ainuu. Site identification for Samoa was conducted in consultation with women ministries, followed by a Participatory Rural Appraisal which was carried out with the assistance of SPC to identify the level of vulnerability by the community. Milestones to date include the completion of 2 nurseries containing a number of products including vegetables, fruit trees, root crops, cocoa, yams and sweet potatoes. The central location of these nurseries also serves to provide easy access for communities including linking these to MAF nurseries for the improved distribution of new resilient planting materials. Promotion of tunnel houses for growing vegetables will also serve to allow year round vegetable farming despite the changing seasons and the promotion of mucuna to replenish soil nutrients as well as serve as a weed suppressant reduces the use of pesticides. Trainings conducted have also seen improved ownership on the part of the community which should allow for a smooth transition when the project draws to a completion. Agribusiness trainings were also mentioned as a way to promote food security at an Agrishow that was held during the SIDS meeting which was hosted in Samoa in September 2014.
11. Challenges during implementation included difficulty mainstreaming climate change risks and food security across MAF policies, extension work and information knowledge management. One of the more prominent issues included accessing funding through the ministries as this often was quite time consuming and work was often held up as a result of this, perhaps suggesting the review of policies to improve transparency as well as access to funds for work to be carried out can be looked at. Lessons learned included involving communities through the establishment of project site committees and involving them in the initial planning and implementation stages which saw greater ownership.
12. **Solomon Islands:** Mr. Malachai Batee, Senior Climate Change Adaption Officer based with the MECDM gave an overview of the Choiseul Integrated Climate Change Programme (CHICCHAP). The presentation highlighted that in 2012 the Solomon Island Government (SIG) proposed to adopt a more integrated and holistic approach to climate change adaptation and mitigation at the province-wide level to help improve coordination and alignment of support, as well as the impact of the planned development interventions. It was envisaged that an integrated, holistic and programmatic ridge-to-reef approach where government agencies, development partners and NGOs work in a multi-sectoral “programme” in one province to strengthen the resilience of the local population against climate change. Choiseul Province was selected for trialling this new approach to integrate climate change responses and development assistance and this programme is now known as the Choiseul Integrated Climate Change Programme (CHICCHAP). Governance mechanisms to oversee and manage the programme were established in early 2013. The Partners Advisory Group (PAIG) which comprises of national ministries and development partners is responsible for coordinating inputs into the CHICCHAP. The Choiseul Provincial Steering Committee (PSC) which is represented by technical officers based in the province is responsible for coordinating programme implementation across sectors. Key beneficiaries of this initiative include the local community as well as local technical officers who received direct support through training and provision of materials. It is hoped that the success from the programme this far will see new funding support from other development partners and funding agencies.
13. Project updates were then presented by Mr. Mark Biloko, Food Security Coordinator based with the Ministry of Agriculture and Livestock (MAL) in Choiseul Province. The presentation highlighted that the sites were selected by the Partners Advisory Group (PAIG) based on the results of the Vulnerability Assessments which were carried out for 26 communities in Choiseul by a joint agency team (SPC/GIZ, SPREP, Choiseul based extension officers, The Nature Conservancy and the Luru Tribal Council). Sepa and Loimuni (and a number of other sites) were identified as food insecure communities. Using the bottom-up approach Sepa & Loimuni identified their needs and communicated these up through the village development committee who would then take these further to the provincial office, who would highlight these

development issues at the national level. Implementation work so far includes the identification of more resilient crop varieties and set up of demo crop activities, various awareness and capacity building trainings were carried out including the/ establishment of agro forestry and sustainable soil management practices. These training needs were identified through awareness programs on food security in schools and villages. Work with livestock includes crossbreeding of local livestock breed (chickens and pigs) with introduced species in order to improve genetic variety, establishment of honey bees and the introduction of goat farms. Additional activities include; establishment of community nurseries, chicken houses, bulking of yams and climate ready taro (at the Provincial Development Farm) for distribution to communities, promotion of plant derived pesticides. Some of the challenges identified; village committee not fully functioning, lack project ownership, national disbursement of funds delays, breakdown of OBM (outboard motor), per diems not standardised for all partners working Choiseul, remote location of project sites result in delays and high cost of transporting building materials from Honiara to Choiseul (remote locations must be factored into budgets of project designs).

14. Points highlighted during the question and answer segment highlighted the impact of these interventions for the people of Choiseul as livestock and vegetables as well as honey being produced is sold to nearby villages and within the province, as this has greatly improved access to these products that would have been otherwise more costly to access due to the relative isolation of the province of Choiseul.
15. In addition, the meeting acknowledged that multi-partner approaches such as the CHICCHAP provides a common framework which can guide all stakeholders to monitor and evaluate projects. As well as address concerns such as varying per diem rates by development partners; cost-share activities such as trainings/workshops, transportation of materials as well as sharing of technical resources.
16. **Tonga:** Mr. To'Fatafehi Moala project coordinator for the SPCUAID project in Tonga presented work carried out to date under the project. With the completion of 8 out of 11 piggeries, 18 out of 28 poultry farms and 3 vegetable nursery houses, work under the project is near completion and should be completed by June 2015. Rationale in selecting mostly poultry & piggeries included the social, cultural aspects which would assist in stimulating employment, income generation improving protein intake and meeting cultural and church obligations which often place huge burdens on households. Impacts included the increase in vegetable servings by households in a survey conducted a month prior to the meeting compared to baseline survey which was conducted by the Ministry of health back in 2012.
17. Challenges faced included; traditional way of raising pigs versus modern pig management, Community participation, availability of resources on outer islands, lack of practical skills & theoretical knowledge in agriculture and animal production, restricted community funds for balance stock feeds, medical supplies & improve breeds for continuation of project. Mr. Emil Adams, communication & extension officer suggested that MAF could carry out trainings with technical assistance from SPC with regard to tackling the some of the challenges highlighted.
18. **Vanuatu:** Ms. Florence Kualii- Iautu of the National Advisory Board (NAB) of Climate Change and Disaster Risks highlighted the role of the agency and spoke briefly on its establishment in 2012. The presenter noted that the NAB is a multi-sectoral committee, whose members included senior level representatives of various government ministries and is co-chaired by the Director General of the Ministry of CCND & the Director NDMO. Prior to its establishment there were no bodies directly responsible for addressing climate change or disaster management, NAB is responsible for providing technical advice on project management; monitoring and evaluation of climate change and disaster risk projects/programmes in Vanuatu. She added that project site selections and updates on implementation of projects must go through the NAB. The SPC/USAID project was formally endorsed by NAB on the 30th August 2013, which considered

the project site selection criteria and updates on the results of the community vulnerability assessment presented by SPC and the Department of Agriculture & Rural Development (DARD)

19. Mr. Romone Luke, National Coordinator for the SPCUSAID project then delivered project updates to date in Vanuatu. These included, designation of DARD as implementing agency and selection of project sites using previous rapid rural appraisal conducted by DARD and an EU-NARI Project that identified the province of Torba (Ureparapara and Sola in Vanua Lava in Banks Group), identifying as the most vulnerable to the effects of climate change due to several criteria including its isolation, access to basic services, agriculture advisory services, market, food production problems (pest and disease, soil fertility, yield). Project implementation activity updates included the establishment of a technical steering committee to provide oversight and technical backstopping of technical of project implementation, livestock (chicken, pig, goat & duck) production demonstration farms; introduction of cattle and the establishment of a piggery breeding centre in Santo to serve as a distribution centre for the whole country. The Vanuatu team added that the pig breeding centre was driven by the livestock division and breeds were a mix of local and new varieties to ensure genetic diversity. In addition coconut as the main source of income for communities, coconut gene banks were established in both Sola and Ureparapara. Two nurseries were also established in the two communities to cater for agriculture and agroforestry promotion and seedling production, root crop and fruit tree demonstration farms have also been established in Sola & Ureparapara. Another notable aspect of the project is the ecosystem based management using the ridge-to-reef concept approach within the farming systems with a designated marine conservation area. Challenges identified included transportation, communication, seasonal weather conditions, land dispute, the location of trial plots and demo farms and the remote location of the project site.
20. The SPC Food Security Technical Officer, noted that was very important for national coordinators to push for national governments and local community reps to ensure food security is made a priority at all levels and is actively addressed past the duration of the project. At the government level, it is important to advocate for a full time food security personnel to provide the needed coordination roles given that food security is a multi-sectoral issue. Dr. Ken Cokanasiga, highlighted that all stakeholders need to be involved in lessons learned and these needed to be shared with them in order to ensure sustainability of the project. The meeting agreed that that the TOR for the proposed assessments had included a dissemination plan which would address the need to share the results of the two assessments with stakeholders at the community, national and regional levels.

Day 4: Thursday 5 March 2015

GIS Mapping updates for Fiji, Kiribati and Solomon Islands, Vilisi Tokalauvere, GIS/RS Project Officer & Dr Wolf Forstreuter, GIS Team Leader, Geoscience Division, SPC

21. The GIS Project Officer provided a presentation first on the land and vegetation mapping types that had been involved in the project thus far. Following her overview presentation, Dr Forstreuter followed with a presentation on the finding of the GIS imagery analysis produced for the Kiribati case study sites. The analysis showed interesting results. The GIS Team Leader underscored the results that this technology and information derived can actually made available for policy and decision makers to make informed policy decisions in application to resource management. A question was raised on mangroves case for use as indicators of 'climate change', Dr Forstreuter explaining that this is a reflection of two key elements, salinity and fresh water lens and availability. In answering another question from the floor Dr Forstreuter also agreed that image interpretation is quite the time consuming process and activity, and in particular where many more land classes may exist, and that automatic classifications cannot be relied on to pick up the level of detail that a manual review can provide. Dr Forstreuter again underscored that the

mapping activity goals for the project was focused on the vegetation part, but that the maps can also include detail of marine/coastal component if other interests by other users were in that area. Breadfruit was highlighted as a new feature that could be added to the Kiribati project sites.

Land use Mapping in Fiji, Maria Elder-Ratutokarua, Land Management Policy Adviser, Land Resources Division, SPC

22. The Land Management Policy Adviser presented an overview of the use of the satellite imagery in the Sabeto catchment that formed the site area for the Fiji project. The application of these images in combination with historical soil maps helped to provide some baseline information for the project as it was gearing up at the start of activities. Other maps she covered included crop suitability maps, land tenure, and land use. The latter maps on land use Mrs Elder-Ratutokarua mentioned required ground-truthing, an exercise to verify the satellite imagery that were being analysed by the Geoscience Division of SPC. In addition to ground truthing land based features to update and inform the later maps produced, the project also collected information on farming practice, features of local agriculture (including pests and diseases, cropping types etc. Mrs Elder-Ratutokarua also presented the agroforestry model that she had designed for implementation in the Sabeto area. She also covered land use mapping exercise with the community and addressed the practical use of such maps for decision makers at the community level as well as those who provide some role in land management e.g. address agricultural productivity, environmental conservation, water resources management etc. Mrs Elder-Ratutokarua underscored the usefulness of the involvement of this part of the project to help inform the other food crop production system component of the project, and concluded that these maps and the aerial photographs are extremely useful for baselines development for this area in the land use planning needs in the future for decision makers, providing some key examples.

Cost benefit analysis of adaptation interventions in Kiribati & Solomon Islands, James Jolliffe, Resource Economist, Geoscience Division, SPC

23. Mr. James Jolliffe presented on the CBA work that had been done via the project in Vanuatu and Kiribati. He first covered the basics involved within a CBA, then demonstrated for the case study of a poultry farm in Kiribati (Tanaea Island). Mr Jolliffe's conclusion for the Kiribati CBA was that insufficient data indicates that the bio digester would not be economically viable but that with more data, a better analysis could be concluded for a final decision. Comments from the floor suggested additional benefits that may not have been considered (e.g. the potential for valuing chicken manure for fertilizer), linked into another comment that CBA evaluators should be accompanied by sector specialists to ensure that all necessary information is captured. Social costs were also commented on as additional possible factors for evaluation. Fiji raised a query of whether a CBA possible could be assisted on by SPC, to which Ms. Buadromo advised that such training would be indeed carried out in Fiji shortly. Samoa agreed on the usefulness of the tool, and asked if commercial operators and their CBA value could be compared to subsistence farmers. CBA is recognized as a good tool to look at indicators for decision makers in agriculture, and a comment was raised that similar such training tools are now being made into training programmes across the region with different partners, not just SPC. Other regional projects in different countries also shared information on CBA studies that have been undertaken in different sectors and that these resource materials are available to the countries.

Relocation and Adaptation: Lessons from Narikoso Village, Kadavu: Kelepi Saukitoga, Chairman of the Narikoso Development Committee & Inosi Yabakivou, Agriculture Technician, Land Resources Division, SPC

24. Mr Inosi Yabakivou provided a brief overview on Narikoso's food sources and current situation, then introduced Mr. Kelepi Saukitoga who then continued the presentation on describing the background context to the development of the village's identification and support from government to assist in the relocation of its community. Mr Saukitoga highlighted some important steps involved in the process and described the governance structure of the community (the development council) that makes collective consensus agreements on decisions to be made, as well as the involvement and role of the government via the iTaukei Affairs Board. Consultations also included those village members who had emigrated to other parts of Fiji such as those who now live in Suva. Mr Yabakivou also briefly covered the partnership of LRD and the government counterpart (Ministry of Agriculture) to assist in the survey and advice on the future location of new farms and crops, and the re-introduction of native crops such as yams etc., and vegetables (new), and the addition of new livestock inputs (honey bees, chickens etc.). The presenters also discussed the identified exit strategies in place e.g. yaqona planting and other economic oriented agriculture activities. The Fiji representative elaborated further on the experiences of the relocation of the communities that the Climate Change Division, now being summarised into a guideline manual for use of agencies to help with any community relocation efforts in the future. The SPC CC-DRM coordinator Ms Make Mavono mentioned the importance of having an extensive integrated (multi-sectoral/multidisciplinary) and inclusive consultation on producing the relocation guidelines and the importance of policies and guidelines being evidenced based. The representative from Samoa acknowledged the issues and echoed the importance of the community consultation and needs in order that sufficient planning accounts for the food security component.
25. The IFAD representative agreed also with the points raised and mentioned also the angle of sustainability of such efforts in the long run, for the support actors and for the community. A comment raised that sometimes additional crops can challenge priorities for competing interests in growing for commercial sale or for food security concerns. Exchanges were shared between participants on the experiences of relocation and the challenges.

Community based approaches to building resilience and strengthening food security: Lessons from Natalau Village, Fiji: Livai Tora, Project Manager, Koko Siga Fiji

26. Mr. Livai Tora, presented on his commercial farm (SOPA) interactions with the USAID project, and with other projects from IFAD, SPC, and POETCOM. Mr Tora covered Participatory Guarantee System (PGS) and Third Part organic guarantee systems and described SOPA's involvement and preference on the two. He then described some of the results of benefit to the farmers, indicating that market values had increased for SOPA products, as well as supplying local companies with seeds (such as to Nature's Way Cooperative). Underpinning this, he stresses, are the processes that certify and provide frameworks for the operations involved. Lessons learnt shared covered organic farmer aspects of the challenge of turning away from chemical inputs, the difficulties experienced in following the new rules to adhere to the certifications. Stress was on the fact that organic farming is a different paradigm requiring new kinds of farmers to be involved in this process, and the understanding that high value outputs also means that these products are also high risk as well. Mr Tora also reflected on the usefulness of the CBA tool to identify from the outset whether a decision to go organic can be made but stressing also the need to be able to account for all data inputs into the assessment. He also described the labour intensive involvement for composting at large scale in contrast to regular NPK and urea use in non-organic farms. He also stressed the capacity needs in terms of information recording and evaluation the progression of organic farms, linked to long term 5 year business plans. Constant training and mentoring are cornerstones to encourage focus of younger

farmers. Mr Tora then went through a gallery of photos from the sites to show case the organic papaya farms and the processes involved. Mr Tora thanked USAID for its inputs into SOPA's work, acknowledging that the preparations to progress most of the organic farms would not have been possible without USAID's help. He also described the linkage to the Cicia organic farmers efforts there as well. Mr Tora continued with a presentation on the riverbank stabilization project covered under the USAID project, working in the target community of Natalau in the Sabeto valley. He covered the background causes of the risks and showcased through pictures the impacts currently faced in the erosion of Natalau's arable lands. He covered several technical elements in the plan and strategy for the stabilization, including the mention of the community consultation. He showcased pictures of the interventions as per the design plans that had been prepared for the intervention. For the long term engagement of locals and the consultants involved, planned meetings over the medium to long term have been planned and arranged.

Panel Session: Addressing Exit Strategies

27. The BRSP (Building Resilience & Safety in the Pacific) Project Manager outlined the project's five key result areas; which are as follows: Key Result Area 1: Effective preparedness, response and recovery; Key Result Area 2: Strengthened institutional arrangements for DRM and CCA; Key Result Area 3: Improved knowledge, information, public awareness, training and education; Key Result Area 4: Improved understanding of natural hazards and the reduction of underlying risks; Key Result Area 5: Enhanced partnerships in DRM and Climate Change. The Project Manager added that he commenced duties on March 2014 and the project implementation started in April 2014. The Project Coordinator noted that there may be opportunity to include disaster related activities but it has to be aligned to the project key result areas (KRAs) and it also has to be endorsed by the BRSP national steering committees in country which is an integrated body, chaired by the NDMO. The Project Manager stressed that the Project Coordinators needed to link up with their focal points at the Ministry of Agriculture to identify synergies and opportunities to upscale existing disaster related activities under the SPC/USAID project.
28. Director AHP, Fiji: Focus on SPC's Sabeto experiences. MoA is committed to addressing FS and sustainable management of natural resources. Work is restricted by limited resources (financing etc.). MoA works closely with NGOs and government providing financing to some areas of special highlight. Working closely with LRD programmes. Last 2 years, working closely with SPC to address areas of expertise MoA needs assistance in. There are programmes funded by govt that support CC activities. There is a lot of room for improvement in terms of partnerships with other organisations, often times isolating itself in development work. Coordination needs to be better done to work more with others to address areas of concern accordingly.
29. IFAD is a funding agency for Members in the Pacific, and currently have 14 members, providing loans and grants to countries up to a total of \$40m. Some of these projects include a food and water project in Kiribati, TRIP project in Tonga and a co-finance a project in the Solomon Islands with WB and ADB (2nd phase about to start). IFADs target is rural isolated communities in places where no other agencies have access to assist. Grants are provided to countries via partners e.g. SOPA in Fiji to assist (includes other similar groups in the PGS work). IFAD is also assisting POETCOM as well. Projects in Fiji funded by IFAD could be opportunities for the Fiji USAID project. Solomon Islands and Kiribati could also look at consulting partners currently working with IFAD to learn from their experiences. For CC, a new project is about to be formulated, *adaptation for small holder agriculture project*. looking at adaptation. The project will start in June of 2015 and would like to hear from the countries about the best practices etc. that could be scaled up by this new project.
30. NGO has number of projects implemented by Live and Learn, present also in other countries of the USAID project, with different partners. Various range of projects including WASH etc. A UNDP IFAD project looking at building resilience at community level. A number of specific

outputs [get detail later from her]. Approach is to build on existing structures in place at community or national level. Selection criteria to apply in engaging at risk communities. 4 year programme also in Vanuatu, Tonga and Solomon Islands.

31. Pacific Agriculture Policy Programme (PAPP) - Similar programme in Caribbean. Policy Development, Competitive Markets, IKM and communications. Three broad areas but broadly contextualizing issues around value chains e.g. in livestock area PAPP is interesting in looking at feed e.g. supply, systemic issues etc. Looking at evidence based approaches. Happy also to look at scaling up or moving things into the next level e.g. SOPA. Funding initiatives already presented on e.g. SOPA, PIFON, POETCOM. Looking at extension agents, ability for effective delivery of information. Looking at national level policies, how to make them reflect to priority areas. Learning lessons from USAID outcomes in this regard at national level. Trying to make policies accessible is the ultimate goal, to make easy to understand and access at farmer level. PAPP began in June 2014; a SC guides the work, 15 countries (14 PICs + Timor Leste). Look forward to hear from PICs with other panellists. Remember that other regions will share similar experiences.
32. PICs requested if there was possibility for the projects to pick up SPC/USAID project activities and if there was a contact point for IFAD in Solomon Islands. In response, IFAD noted that they are looking at small holders and value chains so that is the IFAD focus, but there might also be funding available in indigenous farming opportunities. Look at opportunities like the Small Grants Scheme like the GEF SGP that can fund extension of some of these activities.
33. Samoa identified some challenges, needs help in IKM, policies, biogas help scaled up for communities. PDNA on agriculture, loss and damages methodology, Live and Learn MAF would like to be engaged in their projects, PAPP and IKM, mainstreaming FS officer position into Ministry. Linking farmers to markets, would like more workshops like ones done under project (more training).
34. Kiribati raised concern on whether there is joint planning of SPC/USAID food security and IFAD project activities. The IFAD representative advised that the project sites include other outer islands (not Abaiang) as there are enough resources being channelled into Abaiang.
35. The Fiji Climate Change representative advised the meeting that the Climate Change Division plays a coordination role for CC & DRM projects. Added that they would be happy to work with Live and Learn and SPC in different areas and keeping CCD informed. Further noted that CC technologies can they be included in donor programmes for benefit of PICs. Acknowledged thanks to MoA for allowing staff to accompany USAID officers (Inosi). In last 2 years, much has been learned, in particular the nursery approach, the training support around it, awareness and outreach.
36. BRSP funding for project comes from Pacific component on EDF10 DRR envelope regional component, different from bilateral EU funding with PICs. Which explains why DRR focal points for this area of work, and why BRSP relies on focal points like Filomena Nelson (Samoa), Mike Foon (KI). Team at SOPAC will send through the country focal points information so that country reps here can check back on their status of priority areas. NDMO priorities are coming out strongly. Please channel requests for additional items through NDMOs. National committees have TORs that govern their role.
37. There are programmes in the countries as mentioned beforehand for most of the countries represented. Encourage to look at these existing programmes and see if possible to add to, discuss with local counterparts. Also the new CC programme to start soon that is still on scoping. Also to keep in mind the principles of IFAD interest (scaling up, technologies etc.).
38. For Samoa, presence around the region of L&L is limited. Takes that there is an interest in Samoa in CCDRM, that there are local champions, and so could expand with that tentative information.

The model being implemented can be used in Samoa as well. Will check with other programme partners to see if Samoa can be included. Share contacts and see who is on the ground that can be a potential partner to the programme.

39. PAPP was supportive of continuing the funding support for the Food Security Coordinators provided the current TOR included IKM responsibilities. PAPP emphasised that IKM is a priority and want a serious approach on it. Potential here in this group from PICs, so the possibility of cross over is there. There are good portals of info in the countries, need someone to fill in that space to make more effective the access, and development of that info beyond just local networks. On policy work side, there is a lot of work, MAFs are stretched and say that it is important, so it is well appreciated. Some may or may not need accompanying legislation. National policies range is wide, and supporting technical capacity is stretched. How can we make effective this situation? IKM and a policy person?
40. Following the wrap of the panel session, Dr Ken Cokanasiga closed the meeting. Acknowledged and thanked local government hosts, project leads and invited partners, and partners. Partnerships were highlighted as the core foundation for the way forward with opportunities from these, for benefit of our communities and member countries. Encouraged countries on their strategies and involvement of SPC so that we can best support national endeavours. Encouraged countries to take advantage of the partners present to explore new opportunities.
41. The meeting concluded with an evaluation. The results of the evaluation are attached as *Annex VII*.

Day 5: Friday 6 March 2015

42. The project team convened to endorse the 2015 work plan and budget. The meeting agreed that draft summary meeting record would be circulated for comment before finalisation. Following this session, the participants were taken on a site visit to the Sabeto catchment.
43. **MEETING ENDS**

Annex 1: Summary of Challenges & Lessons Learned

Ownership

1. Ownership by communities in carrying out activities under the work plan was a reoccurring challenge, most cases were solved with the set-up of local committees to oversee work carried out
2. An add on from the previous challenge was identifying strong local champions to be a part of these committees for ensuring ownership by the community. A local champion needs to be someone of authority or status (not necessarily of chiefly status but someone who is well respected in the community).
3. Land disputes were another issue faced in a few of the implementation sites as neighbouring communities felt they were not directly benefiting. Partnerships with the local landowning authority is key in address land issues. In Choiseul Province, Solomon Islands where land dispute is a challenge, the engagement of the Lauru Land Tribal Conference is necessary as they are well-placed and experienced in dealing with such sensitive issues.
4. An integrated, multi-partner/multi-stakeholder approach (similar to what is being piloted in Choiseul Province in Solomon Islands and Abaiang in Kiribati) is an opportunity to garner support from new projects to build on or upscale activities at existing sites.

Logistics

5. Accessing funds for carrying out work was another hindrance, highlighting a need to suggest a possible review of the mechanisms in place for the dissemination of funds as well as improving transparency
6. Lack of standardization between partners per diem rates resulted in a preference or lack of interest by ministry staff in intervention work. Government rates when engaging national counterparts in country is essential to ensure sustainability of project activities and shared resources across regional projects.
7. Mainstreaming climate change risks and food security across National Ministries was a hindrance highlighted by Samoa
8. Remote location of project sites often result in delays and high cost of transporting building materials and other resources for implementation work, there is a need to factor these costs into project design. Engaging local/provincial governments and the island council is critical for community ownership.
9. Isolation also led to problems with communication with implementation sites.
10. This further led difficulty accessing necessary resources such as medicine for livestock and farming equipment for vegetable farms.

Implementation


11. Poor health of the introduced livestock (chickens and pigs) for mixing breeds was a hindrance as most were unable to adapt to local conditions and died before mixed breeding could take place in Kiribati
12. Stunted growth in crops and trees due to soil fertility highlighted a need to incorporate more soil improvement/ management training
13. Traditional versus modern methods of pig management hindrance for Tonga, who identified a need for more extension work and improvement on information and knowledge management, this was reiterated by Kiribati
14. Poor quality water resources was a challenge highlighted by Kiribati, where water is a scarce commodity. However, through the Whole of Island approach, the project was able to

collaborate with an existing water security project to facilitate/provide water access for the demonstration farm at one of the project sites.

15. Restricted community funds for balance stock feeds was raised, raising the issue of perhaps sourcing more affordable and local feed sources. The need for basic financial management training for farmers is essential to ensure that adaptation activities are sustained and can be managed by communities once projects come to end. These trainings could be built into sector related trainings for communities.
16. Seasonal weather conditions, particularly in Vanuatu is a major challenge as this makes one of the implementation sites nearly inaccessible as the seas become dangerous to travel on, and this is the sole means of access.
17. Integrated, multi partner programmatic approaches such as the Whole of Island Approach in Abaiang, Kiribati and the Choiseul Integrated Climate Change Programme in the Solomon Islands, is an approach which provides mechanisms for strengthening governance, planning, monitoring, evaluation and learning as it provides a platform for multi-sectoral partnerships whereby national and provincial or local governments, NGOs, CSOs and development partners to not only coordinate their efforts and pool/share resources but to also share lessons, experiences and learning. It is also provides a platform for sustainability as when projects end, new projects coming on board have the opportunity to upscale successful approaches or fill gaps.

Annex II: Summary of exit strategies to presented to national stakeholders for endorsement

Fiji

Activities	Strategy			
Nursery	MOA to continue the activities in 2016 workplan and budget write project paper phase over to MOA western office. Under the component of Food and income security programme			
Demo farms				
Livestock				
National coordinator				
	* Public Sector Investment National Plan			
				
	* MOA Annual Corporate plan			
	* MOA Business Plan (Food & Income Security Program)			

Kiribati

Exit Strategy for Project	Who?	When?	How?	Who? (Monitoring)

1. Handing over of project activities (demo farms, live-stock facilities) to the village community (MOU with land owners developed)	ALD , Village members	June	MOU signed between village members and ALD (Village owner consent sought)	ALD
2. IFAD, LDCF, FAO Food security to build on existing activities / look to extend after Sept 2015 (e.g. coconut replanting programme on Abaiang)	ALD, KNEG, OB, MELAD	End of project	Progress reports from new projects (quarterly)	OB, KNEG, MELAD, ALD (MELAD)
3. Food Security Coordinator Position absorbed to ALD	ALD, MELAD	End of project	TOR designed , Establishment Register for position confirmed	MELAD
4. Poultry facility and feed house on Tanea to be completed and handed over to ALD	ALD	End of project	poultry house completed	ALD (carpenter)

Samoa

Exit Activities / Strategies	Who will do this	When in the project cycle will this be done	How will it be monitored? What benchmarks will be used to monitor the activity	Who will do the monitoring and when
FSC Position	MAF CEO Emile Adams (Team Leader) PSC	Mar-15	MAF / SPC -Local PSC working conditions	MAF -Quarterly basis
Nurseries & Piggery Breeding Units	MAF Communities World Bank (SACEP) IFAD	Jun-15	MAF / SPC -Field observations -no# planting materials -no# size 2 sold to local markets	MAF -Advisory services (Crops Division & APHD Division))
Capacity Building -Farmer Field School -TOT -Extension training -Community outreach	MAF WIBDI SFA SACEP / WORLD BANK FAO SPC IFAD	Jun-15	MAF / SPC -no# trainings -documentations -radio programme -no# farmers attended by sex & age group	MAF / SPC -quarterly basis -monthly reports -extension materials

AGRO MET Technical Exchange	MAF MET SPC SPREP USP	Jun-15	MAF / MET / SPC / USP -increase use of weather data in farm planning	MAF / MET / SFA -quarterly published reports
Project Assets	MAF / SPC	Sep-15	MAF / PSC	MAF (Extension) & Community

Solomon Islands

Exit Activity	Who will do this?	When in the project cycle will this be done?	How will it be monitored? What benchmarks will be used to monitor activity?	Who will do monitoring and when?
<i>Output 1 1.1 Farm Field School</i>	MAL. Provincial Government. ZAINA TINA organic center.	To- wards the end of the project. August.	Month Reports. Trained 50 people. 40% adopted the technics & skills	MAL extension. Provincial officers Every 2 months.
<i>Output 2 2.1 Piggery.</i>	Village community, MAL & Province.	End of the project September	Regular visit by MAL officers, 10 farmers have accessed to improve breed.	Extension officers routine visits. Monthly
<i>Output 3 3.1 F.S.C to be absorbed.</i>	(PAPP) ??, GIZ ?	End of project September		
<i>Output 4. Food crops and vegetables</i>	WAES, UNDP (SWoCK) KGA.	End of project September	-Production increased by 10%. -Improved quality of food crops.	WAES officer routine visit monthly.

Tonga

Exit Activity	Who will do this?	When in the project cycle will this be done?	How will it be monitored? What benchmarks will be used to monitor the activity?	Who will do the monitoring and when?	Budget: What is the cost of this activity?
<p>Output 1. Improved knowledge and awareness of climate change by stakeholders</p> <p><i>Activity</i></p> <p>Training in climate change and adaptation & Food security (including production of training materials)</p>	<p>MAFFF Extension officers, in collaborations with the Head of CSD, EWID and National Consultant, in districts responsible namely:</p> <ol style="list-style-type: none"> 1. Tongatapu, OIC Eastern District responsible for the Kolonga nurseries, piggery and poultry projects 2. ‘Eua; OIC MAFFF ‘Eua responsible for the Houma nursery, piggery and poultry projects 3. Vava’u; OIC MAFFF Vava’u responsible for the Tefisi nursery, piggery and poultry projects 4. The help of the Town Officer & communities 	<p>Currently done by MAFFF Extension Staff and respective village leaders, such as the Town Officers in close consultation with the National Project Consultant.</p>	<p>Knowledge of the community and use of knowledge gained in community development, coupled with project activities e.g. nurseries, piggery and poultry project activities will be monitored by the Head of EWID.</p> <p>Add on activities, whether through MAFFF or external assistance, maybe initiated as follow on activities</p>	<p>MAFFF in partnership with the communities incorporate the project principals and activities into on-going activities</p> <p>The project activities shall be incorporated into the existing EWID strategic framework</p>	<p>MAFFF budget and other SPC projects or any others</p>
<p>Output 2. Adaptable food production systems to CC impacts developed</p> <p><i>Activity</i></p> <ol style="list-style-type: none"> 1. Community nurseries built 	<p>MAFFF Expertise’s and community and may be used by the ACIAR Fruit Tree project in the pipeline.</p>	<p>Currently nurseries in Houma, ‘Eua and Tefisi, Vava’u are operated by the communities supported by MAFFF. The one in Tongatapu is operated by MAFFF station at ‘Alaki on Eastern</p>	<p>The management of the nurseries and the supply of vegetables seeds and tree seedlings. MAFFF Extension and women group will do monitoring activities</p>	<p>MAFFF will monitor the community nurseries until communities fully take over and done occasionally on weekly & monthly & quarterly bases</p>	<p>At the end of the project the ACIAR Fruit Tree Project will support the nurseries followed by MAFFF</p>

		district.			
2. Establishment of demonstration and on-farm trials, fruit trees & sandal wood production	Farmers and MAFFF Extension Officers	Will be phase over to farmers and respective households and supported by MAFFF at the end of the project.	The production of the farms and their cost benefit analyses. Improve food security & income	SPC & National Consultant & MAFFF Economists	Community and MAFFF or other Donors Agencies
3. Construction of Chicken sheds for local chicken for backyard	Communities and MAFFF and any interested project like FAO or any other donors agencies	Handover to house hold at End of the project	Monitor the production, income and effects on the aesthetic value of the villages, and develop more protein sources from egg local chicken meat.	SPC & National Consultant, MAFFF and Communities	Community and MAFFF
4. Construction of Pig sheds for 2-3 sow unit for backyard	Communities and MAFFF & National Consultant and any interested project like FAO	Handover to house hold at End of the project	Monitor production and incomes by increase pork meat consumption	MAFFF and Communities and monitor on weekly and monthly bases	Community and MAFFF
5. Training in: • Pig & chicken husbandry • Nursery management • Vegetable & Compost production	National Consultant and MAFFF Extension Staff include EWID	Currently done by project Consultant, MAFFF specialists and SPC	Knowledge and skills of the community and use of knowledge and skills gained in community development	MAFFF and National Consultant	MAFFF and SPC's other activities

<ul style="list-style-type: none"> • Nutrition/ cooking & preservation of local food • Agro-forestry techniques 					
<p>Output 3. Adaptive capacity of target households improved</p> <p><i>Activity</i> Household home gardens (with women being targeted) established</p>	Communities with support of MAFFF Women & Extension, in consultation with target women in the communities	<ul style="list-style-type: none"> • Commenced in the first quarter of 2014 and is continuing with seedlings being provided from the vegetable nurseries • It is planned (by the extension staff) that similar works will continue and possible expanded to other districts 	<ul style="list-style-type: none"> • Number of women involved in the project • Production and contribution of vegetables and fruits to diet of household • Additional activities (e.g. fruit trees seedling produced) 	MAFFF Extension Staff and Communities	MAFFF Extension and Communities
Project staff (referring to the USAID Food Security Consultant only)	MAFFF, in considerations of other development projects, will decide the fate of the USAID Food Security officer. It must be noted that the performance of the current USAID/MAFFF local consultant is of high quality hence retaining him in the workforce is essential	Internal MAFFF arrangement are underway to ensure that Mr.To'ifalefehi Moala is retained within MAFFF workforce	The performance of the consultant and the success of project implementation (according to work plan) will determine the quality of services and project outputs respectively	MAFFF (through CSD) will undertake the monitoring role based on project plan	To be determined according to project details
Project equipment and facilities	Any equipment and facilities will be handed to MAFFF/households				

VANUATU	Who will do this?	When in the Project cycle will this be done?	How will it be monitored? What benchmarks will be used to monitor the activity? (bench marks to be used)	Who will do the monitoring and when?	Budget (cost of that activity)
Exit Activity 1.Strengthening Institutional capacity to address food security 1.1 Project Staff 1.2 Provincial staff (Torba extension) 1.3 Strength TAC (strengthen working group) 1.4 Incorporate project activities to sectorial business plans 1.5 Agriculture and food security cluster support officer	MALFFB, DARD and Torba Provincial Government PRRP, DARD	After the end of the project	SPC appraisal system	Public Service Commission in an annual basis	

2.Promote and increase Livestock production	Livestock Department	July 2015 as activities are factored into the Department's Business Plan	Quarterly and annually	Livestock Department and Provincial Technical Advisory Committee (TAC)	
3. Promote the establishment of community nursery activities	DARD, Forestry Department and VARTC	July 2015 as activities are factored into the Department's Business Plan and Torba Community	Quarterly and annually	Livestock Department and Provincial Technical Advisory Committee (TAC)	
4. Promote and sustain demo farm to strengthen and increase root crops and vegetable production	DARD IRCCNH (WB) and VARTC	After the end of the project	Project reports, Quarterly and annually	Department of Agriculture and Rural Development (DARD) and Project	

ANNEX III: Meeting Agenda



“Vegetation and land cover mapping and improving food security for building resilience to a changing climate in Pacific island communities” Project

Project Coordinators Meeting

2-6 March 2015

Novotel Hotel, Nadi, Fiji

AGENDA

Meeting Objectives

1. Share information on milestones, challenges and lessons learnt.
2. Review the project budget, current and projected expenditure.
3. Visit the climate change adaptation project site in Fiji (Sabeto)
4. Review and endorse 2015 work plan.
5. Discuss and develop project exit strategies.
6. Present and discuss project evaluation and gender impact assessment.

Sunday 1 March 2015	
2.00 – 6.00	Advance Planning Team travel to Nadi for meeting preparations Country delegates arrive into Nadi

PREPARATORY MEETING, 2-3 March 2015

Monday 2 March 2015: Work Planning, Budgeting, Project Sustainability & Exit Strategies Moderator: Maria Ratutokarua, SPC Landuse Policy Adviser/Fiji Country Lead	
8.30 – 9.00	Registration
9.00 – 9.15	Opening: Dr Siosuia Halavatau, Deputy Director, Land Resources Division, SPC
9.15 – 9.30	Introductions – ice breaker: Christina Hazelman, SPC/USAID Project Team
Work Planning and Budgeting (1) (Session to continue Tuesday afternoon)	
9.30 – 9.40	Objectives of Preparatory Meeting: Vuki Buadromo, SPC Project Manager

9.40 – 10.30	<p><i>Overview of Project Budget:</i> Sheik Irfaan, Finance Officer</p> <ul style="list-style-type: none"> • Status of project funding • Overall funding per country • Overview of requirements for financial reporting including supporting documentation • Areas needing improvement from the Finance team’s perspective
10.30 – 10.35	<i>Housekeeping:</i> Christina Hazelman, Research Assistant, SPC
10.35 – 11.00	Morning tea
11.00 – 11.15	<i>Overview of 2014 and 2015 overall project work plan and identification of key dates/milestones:</i> Vuki Buadromo, Project Manager, SPC
11.15 – 12.00	<p><i>Work plan preparation</i> Small group work in country groups (with assistance of Project team) to prepare their detailed work plans through to June 2015 provided template, including the climate change adaptation activities, technical assistance and training activities.</p> <p><i>Budget overview</i> Small group work in country groups (with assistance from Finance team)</p> <ul style="list-style-type: none"> • For each group project budgets, funds spent to date, committed funds, gaps – overspent/underspent areas, and proposed activities to be taken to ensure full uptake of the project budget by 30 June 2015. • Similar activity for the Food Security/Project Coordinator funds
12.00 – 12.30	<p><i>Sharing and critique introduced by Sheik Irfaan, SPC Finance Officer</i></p> <p>Country groups pair up to listen and critique each other’s findings</p> <ul style="list-style-type: none"> • Fiji and Kiribati • Samoa and Solomon Islands • Tonga and Vanuatu
12.30 – 1.30	Lunch
Project Sustainability & Exit Strategies	
Moderator: Andrew Tukana, SPC LRD Animal Production Extension Officer	
1.30 - 2.00	<i>Presentation:</i> Addressing project sustainability: exit strategies – Dr Siosua Halavatau, SPC Deputy Team Leader, Land Resources Division/ Tonga & Kiribati Country Lead
2.00 - 3.00	<i>Group work:</i> PICs to discuss and identify 3 exit strategies, assisted/facilitated by Country Leads
3.00 – 3.15	Afternoon tea
3.15 – 4.30	<i>Reporting back:</i> PICs present exit strategies followed by Q & A
4.30-4.45pm	Wrap up of Day 1
4.45pm	End of Day 1 Preparatory Meeting
6.30pm	Welcome dinner

Tuesday 3 March 2015: Monitoring, Evaluation & Learning; Work Planning, Gender Issues <i>Moderator: Nichol Nonga, SPC Animal Health & Production Officer/ Sols Country Lead</i>	
Monitoring , Evaluation & Learning	
9.00 – 10.30	<i>Presentation:</i> Project Evaluation, Colleen Oakes, SPC M&E Planning Adviser
10.30 – 10.35	<i>Housekeeping:</i> Christina Hazelman, SPC/USAID Research Assistant
10.35 – 11.00	Morning Tea
Integrating Gender in Project Activities	
11.00 – 12.30	<i>Gender & CC Toolkit Training:</i> Tools to support integrating gender in project activities, Joanne Kunatuba, SPC Human Development Officer & Ana Laqeretabua, SPC Gender Consultant
12.30 – 1.30	Lunch
Integrating Gender in Project Activities <i>Moderator: Emil Adams, SPC Information, Communication Management Officer</i>	
1.30 – 2.15	<i>Gender & CC Toolkit Training:</i> Tools to support integrating gender in project activities, Ana Laqeretabua, SPC Gender Consultant
2.15 – 3.00	<i>Presentation:</i> Gender Impact Analysis Assessment (include case studies of good practices of gender integration), Ana Laqeretabua, SPC Gender Consultant
3.00 – 3.15	Afternoon tea
Work Planning and Budgeting (2)	
3.15 – 4.15	<i>Group Work:</i> Continuation of work planning/budgeting from Day 1, assisted by Country Leads
4.15 – 5.00	<i>Reporting back:</i> PICs present 2015 six month work plan (Jan-June) and budget
5.00 – 5.10	Wrap up of Day 2
Close of Preparatory Meeting	

COORDINATORS MEETING 4-6 March 2015

Wednesday 4 March 2015: National Perspectives <i>Moderator: Dean Solofa, SPC Climate Change Officer/Samoa Country Lead</i>	
Opening and Overview	
Official Opening	
9.00 – 9.30	Prayer Welcome Remarks: Fiji Government Representative, Ms. Miliakere Nawaikula, Director Research, Ministry of Agriculture Remarks: Vuki Buadromo, SPC/USAID Project Manager Group photo
9.30 – 10.00	<i>Introductions and icebreaker:</i> Gibson Susumu, SPC Food Security Technical Officer/Vanuatu Country Lead

10.00 – 10.30	<i>Objectives of Meeting and Overall Review of SPC/USAID Project, Vuki Buadromo, SPC/USAID Project Manager</i>
10.30 – 10.35	<i>Housekeeping: Christina Hazelman, SPC/USAID Research Assistant</i>
10.35 – 11.00	Morning tea
Sharing national experiences: Reporting from Fiji, Kiribati & Samoa	
11.00 - 11.10	Screening of Fiji & Kiribati project videos
11.10 – 11.40	<i>Milestones, Challenges & Lessons Learnt: Fiji (Narikoso & Sabeto)</i> <ul style="list-style-type: none"> • Inosi Yabakivou, Food Security Coordinator, Land Resources Division, SPC • Viliame Mainawalala, Senior Agriculture Officer, Ministry of Agriculture, Fiji • Aradhana Singh, Climate Change Division Rep, Fiji
11.40 - 12.20	<i>Milestones, Challenges & Lessons Learnt: Kiribati (Abaiang & North Tarawa)</i> <ul style="list-style-type: none"> • Rutiana Karebwa, Food Security Coordinator, Ministry of Environment, Lands, Agricultural Development, Kiribati • Choi Yeeting, Climate Change Coordination Officer, Office of the President, Kiribati (TBC)
12.20 - 1.00	<i>Milestones, Challenges & Lessons Learnt: Samoa</i> <ul style="list-style-type: none"> • Emele Ainuu, Food Security Coordinator, Ministry of Agriculture & Fisheries, Samoa
1.00 – 2.00	Lunch
Sharing national experiences: Reporting from Solomon Islands, Tonga & Vanuatu Moderator: Andrew Tukana, SPC LRD Animal Production Extension Officer	
2.00 – 2.10	Screening of Solomon Islands & Tonga project videos
2.10 – 2.50	<i>Milestones, Challenges & Lessons Learnt: Solomon Islands</i> <ul style="list-style-type: none"> • Mark Bilioko, Food Security Coordinator, Ministry of Agriculture & Livestock, Solomon Islands • MECDM Rep
2.50 – 3.30	<i>Milestones, Challenges & Lessons Learnt: Tonga</i> <ul style="list-style-type: none"> • Fatafehi Moala, Food Security Coordinator, Ministry of Agriculture, Forestry, Fisheries & Food, Tonga
3.30 – 3.45	Afternoon Tea
3.45 - 4.15	<i>Milestones, Challenges & Lessons Learnt: Vanuatu</i> <ul style="list-style-type: none"> • Romone Luke, Food Security Coordinator, Ministry of Agriculture, Livestock, Forests & Bio-security • NAB representative
4.15 – 4.30	Wrap-up of Day 1

Thursday 5 March 2015: GIS Mapping to Inform Food Security & Adaptation Planning Moderator: Gibson Susumu, Food Security Coordinator/Vanuatu Country Lead
Land & Vegetation Mapping Activities to inform Food Security & Adaptation Planning

8.30 – 9.00	<i>Presentation:</i> Land and vegetation cover maps for Fiji, Kiribati and Solomon Islands, Dr Wolf Forstreuter, SPC GIS Mapping Team Leader &
9.00 - 10.30	<i>Presentation:</i> Land use mapping to inform food security & adaptation planning, Maria Elder-Ratutokarua, SPC Land use Policy Adviser/Fiji Country Lead
10.30 – 10.35	<i>Housekeeping:</i> Christina Hazelman, SPC/USAID Project Team
10.35 – 11.00	Morning tea
Adaptation – Planning Tools & Interventions	
11.00 – 11.30	<i>Presentation:</i> Cost benefit analysis of adaptation interventions (Kiribati and Solomon Islands), TBC
11.30 – 12.00	<i>Presentation:</i> Relocation & Adaptation in Fiji: Lessons from Narikoso Village, Fiji - Jalesi Mateboto, SPC Community Forestry Technician & Narikoso rep
12.00 - 12.30	<i>Presentation:</i> Community based approaches to building resilience and strengthening food security: Lessons from Natalau Village, Fiji - Livai Tora, Project Manager, Koko Siga Fiji
12.30 – 1.30	Lunch
Exit Strategies & Overview of Project Budget, Spending & Final 2015 work plan <i>Moderator: Emil Adams, Information and Communication Management Officer/ Samoa Country Lead</i>	
1.30 – 3.00	Panel Session: Addressing the SPC/USAID Project's Exit Strategy <ul style="list-style-type: none"> • PAPP (Pacific Agriculture Policy Programme): Vili Caniogo • PRRP (Pacific Risk Resilience Programme): Lanietia Tokalauvere • PACAM (Pacific American Climate Fund): Praveen Lata • BRSP (Building Resilience & Safety in the Pacific): Taito Nakalevu • IFAD (International Fund for Agricultural Development): Mr. Sakiusa Tubuna • Ministry of Agriculture Fiji: Mr. Tomasi Tunabuna
3.00 – 3.15	Afternoon Tea
3.15 – 3.45	<i>Overview of project's budget and spending:</i> Sheik Irfaan, SPC Finance Officer & Vuki Buadromo, SPC/USAID Project Manager
3.45 – 4.15	<i>2015 work plan & exit strategies:</i> Vuki Buadromo, SPC/USAID Project Manager
3.30 – 4.45	Closing of Meeting
4.45 – 5.00	Wrap-up of Day 2 of Coordinators Meeting Evaluation Closing remarks

Friday 6 March 2015	
Endorsement of Meeting Record and Field Trip to Sabeto	
9.00 – 10.30	Overview and finalisation of Statement of Record of the Meeting
10.30 – 11.00	Morning Tea
11.00 – 2.00	Field Trip to Sabeto

ANNEX IV: PARTICIPANTS LIST



Vegetation and land cover mapping and improving food security for building resilience to a changing climate in Pacific island communities” Project

Technical Exchange on building resilience to climate change and strengthening food security in PICTs & Project Coordinators Planning Meeting

2-6 March 2015, Novotel Hotel, Nadi, Fiji

PARTICIPANTS LIST

	NAME	DESIGNATION	MINISTRY/ DIVISION	SEX	EMAIL	DURATION
1.	Miliakere Nawaikula	Deputy Secretary	Ministry of Agriculture, Fiji	F	miliakere.nawaikula@govnet.gov.fj	4-6 March
2.	Viliame Mainawalala	Senior Agriculture Officer (Ba Province)	Ministry of Agriculture, Fiji	M	wmainawalala@gmail.com	2-6 March
3.	Aradhana Singh	Project Assistant, Climate Change Division	Climate Change Division, Ministry of Foreign Affairs, Fiji	F	Singh.and19@gmail.com	2-6 March
4.	Kelepi Saukitoga	Village Representative	Narikoso Rep, Fiji	M		4-6 March
5.	Rutiana Kareba	SPC/USAID Food Security Coordinator & Agriculture Extension Officer	Ministry of Environment, Lands & Agriculture Development, Kiribati	F	ruutngai@gmail.com	2-6 March
6.	Choi Yeeting	Climate Change Coordinator	Office of the President, Kiribati	M	choi@ob.gov.ki	2-6 March
7.	BweBwe Tuare	Senior Project Officer - Agriculture	Ministry of Environment, Lands & Agriculture Development, Kiribati	F	ruab@gmail.com	2-6 March
8.	Emele Ainuu	SPC/USAID Food Security coordinator – Agriculture	Ministry of Agriculture & Fisheries, Samoa	F	Emele.ainuu@maf.gov.ws	2-6 March
9.	Taimalietane Matatumua	Principal Policy Officer - Agriculture	Ministry of Agriculture & Fisheries, Samoa	F	Tai.matatumua@maf.gov.ws	2-6 March
10.	Fiaseu Faimanu -	Senior Procurement	Ministry of Agriculture & Fisheries,	F	Fiaseu.galuvao@maf.gov.ws	2-6 March

	Galuvao's	Officer - Finance	Samoa			
11.	Mark Vegoro Bilioko	SPC/USAID Food Security Coordinator - SPC/USAID - Agriculture	Ministry of Agriculture & Livestock, Solomon Islands	M	mbiloko@gmail.com	2-6 March
12.	Malachi Maesubua Batee	Senior Climate Change Adaption Officer	Ministry of Environment, Climate Change, Disasters & Meteorology, Solomon Islands	M	Mal.batee@gmail.com	2-6 March
13.	Fatafehi Moala	SPC/USAID Food Security Coordinator	Ministry of Agriculture, Food, Forests and Fisheries, Tonga	M	fehimoala@hotmail.com	2-6 March
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16.	Taniela Hoponoa	Deputy Director – Policy & Planning, Agriculture	Ministry of Agriculture, Food, Forests and Fisheries, Tonga	M	taniela_hoponoa@yahoo.co m	2-6 March
17.	Romone Luke	SPC/USAID Food Security Coordinator	Ministry of Agriculture, Livestock, Forestry, Fisheries & Biosecurity, Vanuatu	M	rluke@vanuatu.gov.vu	2-6 March
18.	Mark Vurobaravu	Assistant Principal Agriculture Officer	Ministry of Agriculture, Livestock, Forestry, Fisheries & Biosecurity, Vanuatu	M	mvurobaravu@vanuatu.gov.vu	2-6 March
19.	Florence Kuali – Iautu	Communication and Community Outreach Officer	Vanuatu Meteorology and Geo- hazards Department	F	fiatu@meteo.gov.vu	2-6 March
20.	Siminoe Leingkone	Finance officer - agriculture	Ministry of Agriculture, Livestock, Forestry, Fisheries & Biosecurity, Vanuatu	F	sleingkone@vanuatu.gov.vu	2-6 March
21.	Livai Tora	Project Manager	Koko Siga Pacific (NGO and project partner)	M	livaitora@gmail.com	5 March
22.	Taito Nakalevu	Project Manager, SPC/Geo Science Division	Building Safety & Resilience in the Pacific (BRSP)	M	taiton@spc.int	4-6 March
23.	Vili Caniogo	Team Leader, SPC/LRD	Pacific Agriculture Policy Programme (PAPP)	M	vilic@spc.int	4-6 March
24.	Lanieta Tokalauvere	Project Coordinator, Live & Learn	Pacific Risk Resilience Programme (UNDP/Live & Learn)	F	Lanieta.tokalauvere@livelea rn.org	5 March

25.	Praveen Lata	Project Coordinator	Pacific American Climate Fund (PACAM)	F	plata@pgrd.org	5 March
26.	Vuki Buadromo	Project Manager	SPC/USAID Project, Programmes Directorate	F	vukib@spc.int	2-6 March
27.	Sheik Irfaan	Finance Officer	Programmes Directorate	M	sheiki@spc.int	2-6 March
28.	Jenita Prakash	Finance Assistant	SPC/USAID Project, Programmes Directorate	F	jenitaj@spc.int	2-6 March
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30.	Inosi Yabaivou	Agriculture Technician	SPC Land Resources Division	M	inosiy@spc.int	2-6 March
31.	Maria Elder	Landuse Policy Adviser	SPC Land Resources Division	F	mariar@spc.int	2-6 March
32.	Wolf Forestreuter	GIS remote sensing Specialist	SPC Geo Science Division	M	wforstreuter@yahoo.com	5 March
33.	Vilisi Tokelauvere	Remote Sensing & GIS Officer	SPC Geo Science Division	F	vilisit@spc.int	5 March
34.	James Jolliffe	Resource Economist	SPC Geo Science Division	M	jamesj@spc.int	5 March
35.	Siosiu Halavatau	Deputy Director	SPC Land Resources Division (Food & Nutritional Security Programme)	M	siosiuah@spc.int	2-3 March
36.	Dean Solofa	Climate Change Officer	SPC Land Resources Division	M	deans@spc.int	2-6 March
37.	Emil Adams	Information, Communication & Management Officer	SPC Land Resources Division	M	emila@spc.int	2-6 March
38.	Colleen Oakes	M&E Adviser	SPC Strategic Engagement, Policy & Planning Facility	F	colleen@spc.int	2-5 March
39.	Make Mavono	CC/ DRM Coordinator	SOPAC Division	F	makem@spc.int	2-5 March
40.	Gibson Susumu	Food Security Technical Officer	SPC Land Resources Division	M	gibsons@spc.int	2-6 March
41.	Nichol Nonga	Animal Health & Production Officer	SPC Land Resources Division	M	nicholn@spc.int	2-6 March
42.	Andrew Tukana	Animal Health &	SPC Land Resources Division	M	andrewt@spc.int	2-6 March

		Production Officer				
43.	Dr Ken Cokanasiga	Deputy Director	SPC Land Resources Division (Trade & Agribusiness Programme)	M	kenc@spc.int	4-6 March
44.	Ana Laqeretabua	Gender Consultant	NA	F	ana.laqeretabua@gmail.com	2-6 March
45.	Sakiusa Tubuna	Sub regional coordinator	International Fund for Agricultural Development (IFAD)	M	s.tubuna@ifad.org	4-6 March
46.	Tomasi Tunabuna	Director – Animal Health & Production	Ministry of Agriculture, Fiji	M	ttunabuna@yahoo.com	4-6 March

ANNEX V:

Terms of Reference: *End-term performance assessment of the “Vegetation and land cover mapping and improving food security for building resilience to a changing climate in Pacific island communities” project*

Background

The project, “Vegetation and land cover mapping and improving food security for building resilience to a changing climate in Pacific island communities” (AID-ASIA-IO-11-00001) is a 36-month USD \$4 million project which aims to assess and implement innovative techniques and management approaches to increase the climate change resilience of terrestrial food production systems for communities in selected PICTS (Fiji, Kiribati, Samoa, Solomon Islands, Tonga and Vanuatu). The implementation period is September 2011-September 2015.

Project Description:

Maintaining long term food security has emerged as a major issue in Pacific island communities in recent years, as it has in other parts of the world. In the Pacific, population growth, rural urban migration, deforestation and soil erosion exacerbated by changing land use patterns in river catchments, limited arable land and large distances between many small islands, are all issues that compound food security concerns. Over the past two decades production of food per capita has either remained flat or fallen in most Pacific Island countries and territories (PICTs). This has resulted in reduced access to, and availability of, local food products at affordable prices and increased dependency on imported, and generally less nutritious, processed food products. The consequent economic and health impacts, particularly the observed increased incidence of lifestyle diseases such as diabetes and cardiovascular diseases, are major issues confronting the region. These trends will need to be reversed if the PICTs are to meet their sustainable development objectives.

At the same time, it is recognised that climate change is likely to adversely impact food production in the PICTs over the coming decades. Climate change is projected to change climate variability, and the frequency and intensity of extreme weather events, thereby increasing the adverse impacts of floods, droughts, temperature extremes, winds, and storm surges, among others. Changes in the annual and seasonal distribution of rainfall are also expected to change over the coming decades, as are pest and disease regimes, and biodiversity reduction. These changes are likely to adversely affect terrestrial agricultural production systems in the PICTs. When combined with projected population increase, and other human actions affecting agricultural production, climate change is expected to heighten the food security challenges faced by the PICTs over coming decades.

To overcome these challenges, it will be important to have increased understanding of current vegetation and land use patterns and change, especially those changes due to human activity, and how they impact food production. On-going research on sustainable measures to build resilience of food production systems will also be important. As these measures are identified, it will be important for PICT leaders at the national and local levels to understand and integrate these adaptation response options into their sector, national and local adaptation plans and strategies to enable successful approaches to be scaled up in their countries.

The **goal** of the regional project (“Vegetation and land cover mapping and improving food security for building resilience to a changing climate in Pacific island communities”) is to evaluate and implement innovative techniques and management approaches to increasing the climate change resilience of terrestrial food production systems for communities in selected PICTS (Fiji, Kiribati, Samoa, Solomon Islands, Tonga and Vanuatu).

The project has aimed to do this through the introduction of integrated agricultural production systems based on assessments of the climate resilience of existing systems at selected sites. Activities were supported by improved land-system data and analysis tools, such as vegetation and land use mapping and the application of GIS. The project aimed to build the capacity of participating countries to utilise GIS tools and techniques to help identify key areas of food supply vulnerability, and monitor vegetation and land cover change over time. Capacity building was also provided to facilitate the development of national and community agriculture sector climate change adaptation response strategies in the recipient countries and other PICTs.

The project has three **objectives** which will contribute to achieving the project goal.

Objective 1: Improved understanding of present and future climate related constraints on sustainable food production in various Pacific Island agriculture ecosystems, and the adoption of innovative adaptation responses that contribute to maintaining or increasing food security.

Objective 2: Strengthened national and community capacity to build food security and respond proactively to climate change and climate variability.

Objective 3: Improved integration of successful approaches into national and sector climate change adaptation strategies

1. Assessment Purpose and Assessment Questions

As the Secretariat of the Pacific Community (SPC) currently has a wide portfolio of food security and climate change projects and aims to strengthen its program portfolio to be more multi-sectoral and more results-focused, it’s important to assess how well this project achieved its intended results and what facilitators and barriers existed. Furthermore, it is important to understand what lessons can be learned from this current project (both implementation and management) and how these lessons can be applied towards future project designs. Therefore, this assessment should be forward-focused, identifying lessons learned and analysing how these can inform future program design. The assessment results will inform future program designs and contribute material for SPC’s annual performance results report and country program reports.

The key audience of the assessment is expected to be SPC’s senior leadership team as well as the food security and climate change program design leadership within SPC, including the food security and NCD’s working group, program managers and project leaders of relevant technical areas. An additional key audience will be relevant staff within USAID who seek to understand what programming works best within the Pacific context. Key findings and case studies will also be included in SPC’s annual reporting to its governing body, the Committee of Representatives of Governments and Administrations (CRGA). Finally, as the result findings will be shared publicly

through the development experience clearinghouse¹, a final audience will be other national governments or organisations which seek to implement similar projects.

The specific assessment questions are:

1. To what extent has understanding and response to climate variability and climate change at the community level been strengthened as a result of this project? Key areas of consideration include:
 - How are farmers applying new knowledge of soil management/pest and disease identification/management?
 - What value do they see in introduced interventions? Are communities aware of alternatives?
 - What, if any, information gaps are there?
 - What lessons have been learned from the demonstration farms? How will they be scaled up/replicated?
 - What was the reach of outreach materials produced under the project? How did they influence knowledge, skills, and behaviours?
 - What adoption of innovative adaptation responses can be noted?
 - What changes in diversity in sustainable food production systems and soil fertility can be noted?
 - What barriers and facilitators existed to behaviour change? What lessons can be learned for future project designs?

2. To what extent are decision makers using land-use maps, results of the adaptive capacity analysis, GIS, and other tools in decision making? Key areas of consideration include:
 - Have national and sector-wide strategies, frameworks, plans, and policies have been developed that address climate change?
 - Of any newly developed strategies, frameworks, plans, and policies, how many have been proposed, endorsed, or implemented? What facilitators and barriers existed?
 - How are decision makers applying cost-benefit analysis and other tools for evaluating adaptation approaches?
 - What barriers and facilitators existed to behaviour change? What lessons can be learned for future project designs?

3. What lessons can be learned from the management of the project? Areas to consider include:
 - Relevance
 - Effectiveness
 - Efficiency
 - Planning, monitoring, reporting and learning processes
 - Budgeting: any major variances or lessons; which, if any, of the costs did SPC cover which should have been included in the budget?
 - Staffing (staff make-up and cross-divisional collaboration)
 - Multi-agency collaboration
 - Governance (governance management, stakeholder management)
 - Sustainability planning

¹ The development experience clearinghouse (<https://dec.usaid.gov>) is USAID's knowledge management site. It contains nearly 200,000 research reports, evaluations and assessments, contract information, tutorials, policy and planning documents, activity information sheets, and training materials related to USAID-funded projects.

- Ownership: how was the beneficiary community involved in the design, decision making, and resolving any problems
- Communications: What lessons can be learned on the effectiveness of project communication (internally and externally)? Consider communication with community, partners, media and SPC

4. What lessons can be learned about the project's collaboration with other projects within SPC, national government initiatives, and projects implemented by other development organizations? Consider mutual reinforcement/coherence of project activities, duplication, and alignment with national priorities.

5. To what extent were women and youth engaged in project design, activities, assessment, and outcomes? In what ways could future programming improve in this area?

2. Methodology

The assessment will include participatory approaches, including consulting project stakeholders in the development of the assessment scope of work and sharing assessment results with the project steering committee. Where possible, the assessment will be carried out by a lead evaluator, from SPC's Strategic Engagement, Planning, and Policy Facility (SEPPF), in cooperation with an in-country evaluator. The in-country evaluator will be identified by national counterparts and should be an individual with experience related to monitoring and assessment and/or project management. The individual shouldn't be directly related to this project's implementation. By jointly carrying out the assessment, it is anticipated that assessment findings may better reflect participants and beneficiaries views as some people are less likely to share opinions with outsiders. Furthermore, the joint assessment may present opportunities for capacity building.

This performance assessment will focus around the five research questions above while considering the OECD Development Assistance Committee (DAC) principles for assessment of development assistance², to make overall performance assessments. These include:

- **Relevance** (problems and needs): The extent to which the objectives of the project are consistent with beneficiaries' requirements, country needs, global priorities and SPC/partners' policies;
- **Effectiveness** (achievement of purpose): The effectiveness criterion concerns how far the project's results were attained, and the project's specific objective(s) achieved, or are expected to be achieved.
- **Efficiency** (sound management and value for money): The efficiency criterion concerns how well the various activities transformed the available resources into the intended results in terms of quantity, quality and timeliness. Comparison should be made against what was planned.
- **Impact** (achievement of wider effects): This criterion should assess the project's achievements to date and the likelihood of achieving its intended impacts. It should also assess if any unintended or unexpected impacts have been produced, and if so, how these have affected the overall impact and if impacts to date have been facilitated or constrained by project management. The impact of project activities on cross-cutting issues such as gender should be considered.

² The DAC draw on donor agency best practices and are accepted by the international community a good basic guidelines for evaluation.

<http://www.oecd.org/dac/evaluation/daccriteriaforevaluatingdevelopmentassistance.htm>

- **Sustainability** (likely continuation of achieved results): This criterion relates to the potential for the overall sustainability of the project beyond project life-time, and should include recommendations for the project sustainability plan, with specific focus on the in-country climate change adaptation projects.

Timeline and key activities

The assessment will include three key phases:

- | | |
|-------------------------------|-----------|
| 1. Desk review/pre-work | Feb-March |
| 2. Field work/data collection | March-May |
| 3. Analysis and presentation | June |

1. **Desk review:** During the desk review phase, the evaluators will review all available project documentation. This will include quarterly and annual reports, project briefings and case studies, fact sheets, steering committee minutes, trip reports, participatory rural appraisal results, and any other associated research or reports. During this period, in-country evaluators will be selected and the assessment scope of work will be shared with the program steering committee and in-country evaluators. The scope of services, including research questions, methodology, timeline, and list of stakeholders to be interviewed will be finalised during this time in consultation with stakeholders. Field materials such as key informant interview guides and survey tools will be developed by the lead evaluator in collaboration with in-country evaluators and shared for feedback. An inception report of initial findings will be presented to the project team to collect feedback and ensure further field work will produce the required information.

2. **Field work:** Primary data collection will be undertaken in Fiji, Kiribati, Samoa, and Solomon Islands. Limited data on Tonga and Vanuatu will also be collected from stakeholders in attendance at regional meetings (held in Nadi and Samoa). The field work phase will commence with consultations with the SPC project implementation team and USAID personnel regarding background of the project and expectations for the assessment. Preparatory meetings will be held with each in-country evaluator to prepare for field work sessions. The workplan and detailed timeline will be revised to reflect these meetings. The field work will be carried out to answer the assessment questions listed in section one. Specific assessment questions and accompanying data collection methodology is listed below. As a gender assessment is anticipated to be carried out in tandem with the performance assessment, findings from preliminary results of the gender assessment will be used to assess that question, supplemented by primary information obtained through field work. Each field visit will consist of one-on-one or group meetings with in-country staff and key counterparts. Interviews may be scheduled with partner organisations with similar or complimentary projects. Focus group sessions will also be held with community groups to record beneficiary views. Tours of pilot sites/demonstration projects should be arranged to showcase project outputs. A country report will be drafted jointly by the SPC and in-country evaluator. The country reports will provide detailed reports of findings in each country and could developed into a case study or success story.

Data collection methodology

Assessment Question	Data collection method
1. To what extent has knowledge of climate variability and climate change changed at	Focus group interviews Stakeholder interviews

the national level (ie decision makers)?	Review of project documents
2. To what extent has knowledge of climate variability and climate changed at the community level?	Focus group interviews Observation (of farmer techniques) Stakeholder interviews Review of project documents
3. To what extent are decision makers using land-use maps, results of the adaptive capacity analysis, GIS, and other tools in decision making?	Focus group interviews Stakeholder interviews Review of project documents
4. What lessons can be learned from the management of the project?	Focus group interviews Stakeholder interviews Project documents Project results framework (see annex 2) *Focus on project implementation team, steering committee, and others close to project implementation
5. To what extent were women and youth engaged in project activities and outcomes? In what ways could future programming improve in this area?	Gender assessment results

Data collection will consist primarily of qualitative data. Evaluators will take notes during interviews and use audio recordings to check understanding where permissible. Evaluators will analyze the information collected, looking for patterns and anecdotes to support conclusions drawn.

Visit Schedule

There will be two related assessments carried out on a similar timeline: a gender assessment of the Vegetation and Land Cover Mapping project and a GIZ Coping With Climate Change in the Pacific Region Project Evaluation. It is expected these assessments will involve many of the same stakeholders and key informants. Therefore, to the extent possible and where assessment questions overlap, assessment tasks will be coordinated to prevent undue burden on beneficiary communities. The following schedule is *tentative* and subject to coordination with other assessments and the availability of key national staff.

Fiji (Nadi, Sabeto)	2-6 March	In conjunction with coordinators meeting in Nadi
*Field trip to Narikoso village, Kadavu	April – date TBC	
Solomon Islands	11-18 April	In conjunction with the Partners Advisory Group meeting
Samoa	4-8 May	Pacific Climate Change Roundtable meeting confirmed for 14-15 May
Kiribati	14-21 May	

*21 business days of field work

3. **Reporting:** After each field visit, the SPC evaluator will work with each in-country evaluator while in-country and remotely to analyze findings and write up a country report.

Findings should be mutually agreed upon by both evaluators. An initial presentation of key findings will be made to the SPC project team upon completion of field work to collect feedback to guide the drafting of the assessment report. The draft assessment report will be shared with the project manager and project steering committee for comment. A final report will then be completed, based on feedback received from the draft version.

Schedule of deliverables: All deliverables to be completed in collaboration with in-country evaluators and subject to final approval by the project team leader.

Output	Due date
Detailed workplan and draft survey tools	13 March
Detailed interview scheduled (to be determined in consultation with project manager and in-country staff)	Due before departure for each field visit
Country report of key findings	Due 1 week after return from each field visit
Presentation of initial findings	1 June
Draft assessment report	15 June
Final assessment report	30 June
Learning event	TBD
At least three country feature stories based on SPC's feature story template	31 July

3. Dissemination Plan

While carrying out a performance assessment is an important step towards results-based management, applying knowledge gained from assessments is just as important as carrying out the assessment. Assessment findings will be shared with the SPC project implementation team through an end of assessment presentation. Where possible, in-person debriefings will be held in each country in conjunction with the project leader's travel schedule. Electronic copies of the final assessment report will be shared with national coordinators and steering committee.

In order to promote organizational learning, an internal presentation will be scheduled under the SPC learning program. The presentation will discuss the assessment design, lessons learned from conducting the assessment, and assessment results, allowing discussion on what implications the results have on SPC programming. The results will also be shared with the SPC food security and NCD working group which has been tasked with designing a program in this area. Components of the report will also be used to develop case studies and/or success stories to be used in future country program reports and to be included in SPC's annual performance report. The final assessment report will be submitted to USAID's Development Experience Clearinghouse allowing a broad user-group to potentially learn from the assessment results³.

4. Institutional Arrangements:

The assessment will be managed by an assessment management team with coordination assistance from the project team leader, Ms. Vuki Buadromo. The project team leader will be responsible for seeking feedback on the assessment TOR and survey tools and providing consolidated feedback to the evaluators. The project manager will further be responsible for providing all necessary background information and documents, identifying key stakeholders

³ USAID evaluation policy requires all performance evaluations to be posted to DEC within three months of completion.

and in-country evaluators, and supporting logistical needs (scheduling meetings, travel, and accommodation).

In-country evaluators will be identified by the project team leader in consultation with host country counterparts. The in-country evaluator will be an individual without prior substantive involvement with project implementation. Assessment services will be provided pro-bono while any costs related to travel will be borne by the project. In-country evaluators will review and refine all assessment materials in collaboration with the lead evaluator. They will also be responsible for data collection and report writing, in cooperation with the lead evaluator. An explicit split of duties will be agreed upon with each in-country evaluator during the desk review phase.

SEPPF will provide the lead evaluator as well as peer review of assessment materials and the final report.

5. Limitations:

There are several anticipated limitations to this study. Firstly, as this assessment was not incorporated into the project budget from the start, it is being undertaken under tight resource constraints. Apart from covering travel costs, there is not project funding to cover assessment time. Recognising the importance of evaluating this project to identify results and lessons learned, SPC's SEPPF has agreed to provide in-kind contribution through the services of one of its M&E team members. Limitations in data availability and quality would impact assessment findings. As much of the data collection depends on the availability of key stakeholders, their inability to meet during the assessment fieldwork is a risk. The assessment team will undertake several approaches to reduce these risks including providing advance notice of meeting dates and coordinating with in-country evaluators who have more scheduling flexibility. Several of the project indicators require baseline data in order to make assessment of change over time. The lack of these baselines will affect the ability to make conclusions. The assessment is being conducted in-house. While the SPC evaluator hasn't been directly involved in the project implementation and has agreed to report findings impartially, in-house assessments by nature are subject to criticisms about objectivity. A peer review process of the survey tools and report by staff who have not been involved in the project design or implementation will help to address this. Travel disruptions are common in the Pacific. Therefore the assessment schedule must have flexibility built in to account for possible transportation problems. Finally, this assessment plan assumes a qualified/willing in-country evaluator will be available in each country. Such a team member may not be available in all cases. Furthermore, communication difficulties after completion of field work could delay or negatively impact the data analysis and timely completion of the assessment report.

ANNEX VI:

TERMS OF REFERENCE

Gender Assessment of the SPC/USAID project, “Vegetation and land cover mapping and improving food security for building resilience to a changing climate in Pacific island communities”

Title:	Consultancy - Undertake a gender assessment of a <i>SPC/USAID climate change adaptation & food security project, “Vegetation and land cover mapping and improving food security for building resilience to a changing climate in Pacific island communities”</i>
Duration:	Maximum 25 working days
Start Date:	1 March, 2015
End date:	12 June, 2015

Background

The Secretariat of the Pacific Community is committed to advancing gender equality and mainstreaming gender across the organisation’s programmes and projects. Every three years, the Secretariat convenes the Triennial Conference of Pacific Women to discuss report back and take stock of challenges and progress in implementing the commitments to the Revised Pacific Platform for Action for the Advancement of Women (RPPA) at the national and regional levels. The RPPA was adopted as an organic document to enable the inclusion of emerging issues into the regional policy framework. At the recent Fifth Pacific Women’s Ministerial Meeting held in Rarotonga, Cook Islands in October 2013, Ministers and officials responsible for women’s ministries and departments including Honorable Enele Sopoaga, Prime Minister of Tuvalu,

‘Recognised that climate change is one of the most serious threats to the lives of Pacific people, as it can have a devastating impact on people, their land, and their culture. Climate change affects women and men differently. Recognising this, the ministers called for a fundamental shift in policy approach to an approach that incorporates a gender perspective in climate change programmes and initiatives, as well as in regional and international negotiations to support the advancement of gender equality’.

This gender assessment is an internal SPC collaboration between the “Vegetation and land cover mapping and improving food security for building resilience to a changing climate in Pacific island communities” (USAID Project) and the Social Development Division. The review will focus on an assessment of good practices, gaps and strategic recommendations for enhancing the integration of gender perspectives into future SPC food security or climate change related projects. The assessment will be coordinated with the end-term performance evaluation of the overall project.

Rationale

Climate change is a growing threat to people of the Pacific islands. Rising sea levels and extreme climate events – such as floods, droughts and cyclones are already evident and are affecting

livelihoods, food security, water availability, and stability of communities. Climate change is likely to affect all people living in the Pacific islands; however it will affect some individuals more than others because people have different vulnerabilities and capacities to cope with the impacts of climate variability, climate change and disasters.

The majority of Pacific island people depend on land and marine resources for food and their livelihoods. These resources are already under threat from issues such as land degradation, overfishing and pollution. Climate change impacts such as coastal erosion, sea level rise and drought will exacerbate existing threats to food security. Food production will be affected all along the food chain, from primary production to sale at the market.

Men and women usually play different roles and have different responsibilities related to food security, and their access to land, financial resources, information, training, extension services and other strategic resources relative to food production systems. Hence, they may be differently affected by climate change impacts. In addition, climate change impacts may require changes in current food production systems, changes in the roles of men and women in these systems and their access to productive assets.

USAID/SPC Project Background

The purpose of the of the project is to evaluate and implement innovative techniques and management approaches to increasing the climate change resilience of terrestrial food production systems for communities in selected PICTS (Fiji, Kiribati, Samoa, Solomon Islands, Tonga and Vanuatu). The project has three expected outcomes:

1. Improved understanding of present and future climate related constraints on sustainable food production in various Pacific Island agriculture ecosystems, and the adoption of innovative adaptation responses that contribute to maintaining or increasing food security.
2. Strengthened national and community capacity to build food security and respond proactively to climate change and climate variability.
3. Improved integration of successful approaches into national and sector climate change adaptation strategies

Scope of Work

The Review of the SPC/USAID Food Security Project aim at identifying strategy used for integrating the gender perspectives in the project and gaps and lessons learned in the process; and make recommendations for strengthening the development and implementation of gender responsive climate change adaptation and food security strategies.

The review will make reference to existing commitments to gender and climate change/food security in the region and any Pacific regional resources that address gender and climate change/food security. The review will also aim to increase the understanding at the regional and national level of how gender can be integrated into existing projects/programmes addressing climate change and food security issues.

The assessment will need to consider internal and external supportive and hindering factors to mainstreaming gender in climate change and food security programs in SPC and in the countries and communities.

The project's assessment will involve the following:

- Liaising/consulting with the project team and project coordinators based in-country.
- Liaising/consulting and travel with the SPC M&E Lead who will be undertaking an end of project assessment between March-May to ensure that the gender assessment findings are aligned and incorporated into the end of project assessment. The TOR for the end of project assessment is attached as Annex 1.
- Liaising/consulting with development partners (SPC/GIZ CCCPIR Programme, SPREP/USAID Project, UNDP SWOCK – Sols, Pacific Organic & Ethical Trade Community POETCOM, Sols Youth@Work Programme) & NGOs (Zai Na Tina Centre for Organic System – Sols, Live & Learn – Pacific Risk Resilience Programme, Koko Siga Fiji) that are involved in the project
- Desk review of relevant materials including: national and regional reports, the SPC/USAID project design; project briefs, project progress implementation reports,; policy papers, travel reports, meeting minutes, national sector plans (agriculture, livestock), National climate change adaptation plans or policies (e.g. Kiribati Joint Implementation Plan, Tonga Joint National Action Plan, Solomon Islands National Adaptation Programme of Action (NAPA) & National Disaster Risk Management Plan (NDMRP) etc.
- Analysis and presentation of findings of the assessment
- Drafting of powerpoint presentation of review process and outline, progress and findings for use at various upcoming regional meetings in 2015
- Consultative process to review and finalise the draft versions of the assessment including the above presentation
- Possible travel to two or three Pacific island countries

Scope of Services/Outputs:

Output 1: Detailed methodology work plan developed in consultation with the SPC/USAID Project Manager & SPC Gender Team

Output 2: Facilitate training session at SPC/USAID Project Coordinators meeting on the regional gender and climate change toolkit on 3 March 2015 in Nadi . The meeting agenda is attached as Annex 2.

Output 3: Draft Report of no more than 30 pages on how gender issues, principles and concerns have been integrated into the project and opportunities/recommendations for gender mainstreaming/gender analysis for future projects designs.

Output 4: Three case studies depicting good and weak practices of integrating gender considerations into climate change adaptation planning and adaptation strategies at the national and community levels.

Output 5: Final 30 page report.

Output 6: A presentation and debriefing of the exercise to the SPC/USAID Project Team and at a SPC Learning Event in Suva.

Output 7: Power point presentation of review process and outline, progress and findings for use at various upcoming regional meetings in 2015

Output 8: Three feature stories and three relevant high resolution images of good practices of integrating gender considerations into climate change adaptation planning and/or adaptation strategies at the national and community levels

Institutional Arrangements:

The consultant will be managed by the SPC/USAID Project Manager and will also be expected to work closely with the Suva based SPC Gender Team.

Competencies and Required Skills

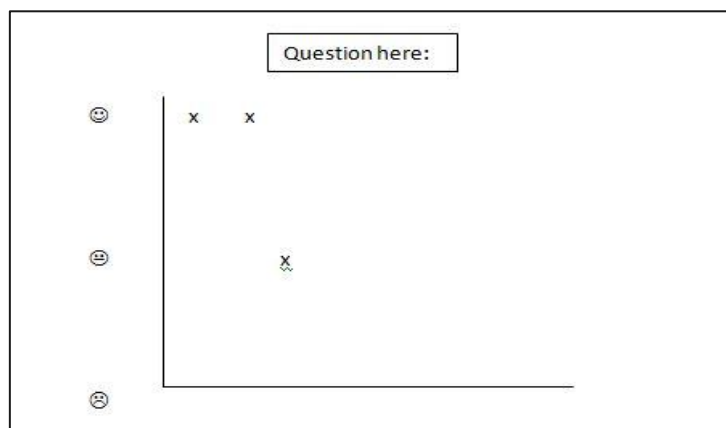
The consultant will have a master's degree in Social Development/Gender with a strong background in climate change/food security, and a minimum of 10 years substantive experience in development related work in particular experience in gender and development and national development planning and gender mainstreaming. The consultant should also have excellent written and spoken English with evidence of written work. There should be clear evidence that the consultant has these competencies and prior experience of similar work in particular in the Pacific region.

ANNEX VII:

Regional Coordinators Meeting Evaluation

On the second last day, after a week of intensive discussions, the simplest evaluation feedback tool was used. Visual charts were stuck up on the walls of the back of the room with pictorial representations to capture the participant's feedback on their feelings around different aspects of the meeting, participants needed only to put a little "x" on the chart for feedback.

An additional blank chart labelled simply "comments and feedback" was also put up if participants felt there was a need to provide additional feedback in regard to other aspects of the meeting. An example of the chart can be found below:

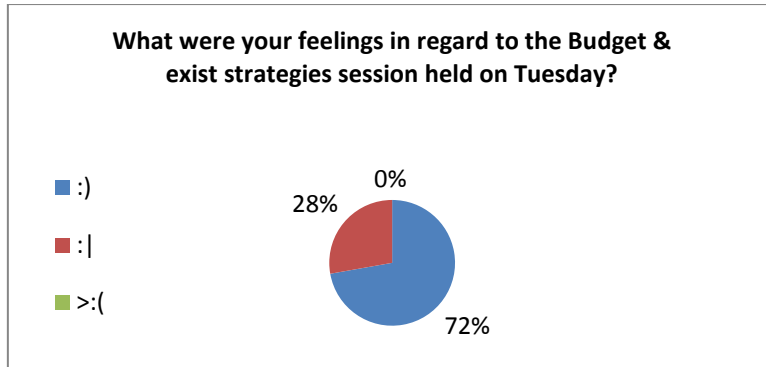


There was a relatively good response with an average of 16 responses out of 18 participants giving feedback to each question with more or less positive feedback.

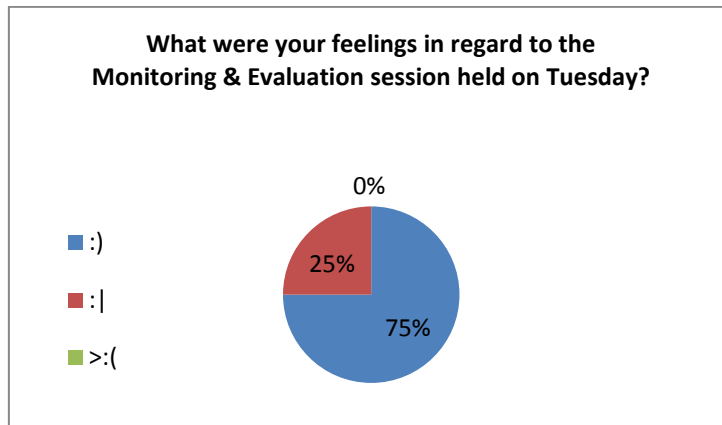
Questions around how the workshop was run, and if participants felt they had an opportunity to contribute during group discussions had a full 100% satisfaction rate indicating satisfaction with the content and timing, in the comments and feedback section, some responses read "very informative...gave an opportunity for us to be access/ aware of some opportunities from other partners".

When asked if adequate information was provided prior to/ throughout the duration of the meeting, feedback recorded 94% satisfaction with the remaining 6% giving neutral feedback.

Questions around individual sections of the meeting had varied results. The "Budget & exit strategy" session saw a 72% satisfaction rate, with 28% reporting back neutral feelings. This was quite an intensive exercise and it can be drawn that perhaps more individual time with project and finance staff was needed, although most responded positively one of the comments that should be noted was how "exit strategy is a new concept" otherwise other comments included "excellent session"



The “monitoring & Evaluation” session recorded a 75% satisfaction rate, with the remaining 25% recording neutral responses. Comments included “excellent activity” as participants were given a short exercise shortly after this session to apply some of the concepts discussed during the presentation to strengthen their understanding.



The gender session recorded a 100% satisfaction rate with rave feedback including “increases personal awareness for future activities” and “reminds us of important issues and also helps our understanding on gender concepts and facts”

To conclude, participants were relatively satisfied with the outcome of the meeting and there will definitely be more future individual discussions between countries and project staff as activities wrap up and the project draws to a close.