GLOBAL CLIMATE CHANGE ALLIANCE:
PACIFIC SMALL ISLAND STATES PROJECT

REPORT ON LOGICAL FRAMEWORK APPROACH WORKSHOP PART II IN TUVALU

4-6 March 2015

Introduction

The Global Climate Change Alliance: Pacific Small Island States (GCCA: PSIS) project is funded by the European Union (EU) and implemented by the Secretariat of the Pacific Community (SPC) in collaboration with the Secretariat of the Pacific Regional Environment Programme (SPREP). The project budget is €11.4 million. The implementation period for the GCCA: PSIS project is from 2011 to 2015.

The overall objective of the EU funded GCCA: PSIS project is to support the governments of nine Pacific smaller island states, namely Cook Islands, Federated States of Micronesia (FSM), Nauru, Marshall Islands, Niue, Kiribati, Palau, Tonga and Tuvalu, in their efforts to tackle the adverse effects of climate change. The purpose of the project is to promote long term strategies and approaches to adaptation planning and pave the way for more effective and coordinated aid delivery on climate change at the national and regional level.

The project approach is to assist the nine countries design and implement practical on-the-ground climate change adaptation projects in conjunction with mainstreaming climate change into line ministries and national development plans; thereby helping countries move from an *ad hoc* project-by-project approach towards a programmatic approach underpinning an entire sector. This has the added advantage of helping countries better position themselves to access and benefit from new sources and modalities of climate change funding, e.g. national and sector budget support.

Between March 2013 and May 2014, training in proposal preparation using the logical framework approach was delivered to 9 Pacific small island countries, including all four states of the Federated States of Micronesia. The results of a longitudinal survey issued three months after participants attended the training indicated an interest in follow-up training on the LFA in additional to training on monitoring and evaluation. Several countries also made direct requests to SPC for additional capacity building training in project design.

SPC responded to the longitudinal survey feedback and country requests by announcing the delivery of follow-up training on the LFA and project monitoring in five Pacific small island states[1].

GCCA: PSIS Capacity development in the Logical Framework Approach and Project Monitoring Part II ('LFA Workshop Part II') in Tuvalu.

The first LFA Workshop Part II was held in Funafuti, Tuvalu between the 4th and 6th of March. The workshop was delivered by two facilitators from Pacific Research and Evaluation Associates (PREA). The four-day course was delivered over 3 days due to the late announcement of a public holiday during the planned training period. A summary agenda documenting the main topics covered during the training is presented in Annex 1.

The objective of the workshop was to:

- Apply the Logical Framework Approach to develop a robust logframe matrix.
- Develop an accurate timeline and budget for projects, based on identifying the tasks and costs to implement activities in the logframe matrix.
- Develop a monitoring plan and understand how to monitor projects as they are implemented.

PREA liaised with SPC and the GCCA: PSIS coordinator to identify the specific training needs of the Tuvalu attendees. All relevant training resources were provided to participants in hardcopy with an electronic copy provided on a USB stick.

The workshop was attended by 19 participants from both the Government and non-government sector. Several town planners from the outer islands were present at the training. (See Annex 2 for a list of workshop participants).

[1] Tuvalu, Marshall Islands, Palau, Tonga, Kiribati

The LFA training workshop was organised by SPC with support from in-country staff Mr Faoliu Teakau, SPC-GCCA: PSIS national coordinator for Tuvalu from the Dept. of Environment. Mr Pasuna Tuaga, Assistant Secretary for the Ministry of Foreign Affairs, Trades, Tourism, Environment and Labour, welcomed participants and officially opened the workshop. Dr Gillian Cambers, Program Manager SPC GCCA: PSIS also provided opening remarks and added additional context for the training workshop, and background to the SPC GCCA: PSIS project in Tuvalu.

After introductions, the two training facilitators from PREA began workshop proceedings.

Workshop Results

> A very successful and useful training. My first time ever to attend such kind of training, and I found it very interesting and relevant to what I am doing in the office.

Training delivery included a mix of informative presentations, large group activities to demonstrate new knowledge and skills followed by small group activities where participants were challenged to use the knowledge and skills for real-life project ideas they wanted to develop (see Annex 3 for photo of group work). The whole-of-class activity focussed on a semi-fictional case study to implement a renewable energy project in a small island state. There were six small project groups that worked through the LFA, representing the following project ideas:

1. Improving piggery practices in Nanumaga
2. Increasing pulaka production in Nanumaga
3. Improving transportation to outer islands
4. Increasing water security in Funafuti
5. Improving solid waste management in Funafuti
6. Increasing the number of students graduating from FSS

The in-country staff organised a speaker, Mr Kilifi O'Brien from the Ministry of Home Affairs to share his experience of using the LFA to design a project.

The workshop concluded on day three with Dr Gillian Cambers and Mr Pasuna Tuaga issuing certificates of participation to attendees.

Workshop Evaluation

The detailed results of the workshop evaluation are presented as Annex 4. Seventeen participants who attended the workshop completed a post-workshop evaluation form.

> I loved the log matrix, since I learned a lot to identify problem, solutions, and effects, which I think it is a necessary part. It is where I gather all information and I can know more on my core problem.

Most participants indicated a strong degree of confidence in being able to complete the problem tree and solution tree steps of the LFA upon their return to work. There was also moderate to strong confidence in developing a logframe matrix, developing a project monitoring plan, timeline and budget. Participants appreciated the usefulness of the LFA to design projects. The benefits of using a problem tree and solution tree was acknowledged by several participants.

> The steps leading up to the logframe matrix that make the matrix more effective and proposal more feasible.

The most popular topics for further training and development were:

1. Project monitoring and evaluation (x 6)
2. Logframe matrix (x 4)
3. All of the LFA (x 2)
4. Timeline and budget (x2)

The popularity of project monitoring may be related to the rushed delivery of this module due to reduced workshop delivery period.

All but one participant indicated that they would recommend the course to their colleagues. Six respondents indicated the length of the training was about right, whereas eleven indicated it was too short. This result again reflects the reduced workshop delivery period.

The participants all indicated satisfaction with the delivery, and the resources provided.

The medium term outcomes resulting from the training will be assessed through issuing a longitudinal post-training survey (3–6 months after the training) combined with telephone interviews.

Conclusion

The training was very successful in continuing to build the capacity of Government staff in Tuvalu. Participants who attended the initial LFA training benefited from the refresher and extended their knowledge with project monitoring and a more detailed look at project timeline and budget. Participants who were new to LFA also benefited and the feedback indicated they can see the value of the LFA and most have a degree of confidence to use the LFA in their work. The impact evaluation in several months' time will determine whether any of the projects worked on during the training will be developed into real proposals.

ANNEX 1. Workshop Agenda

Proposal preparation using the Logical Framework Approach - Part II

Workshop Objective

To build participant capacity in applying the logical framework approach to designing projects, and to build capacity in project monitoring. More specifically at the end of this training programme, participants will be able to:

- apply the Logical Framework Approach to develop a robust logframe matrix;
- develop an accurate timeline and budget for projects, based on identifying the tasks and costs to implement activities in the logframe matrix; and
- develop a monitoring plan and understand how to monitor projects as they are implemented.

Workshop Schedule

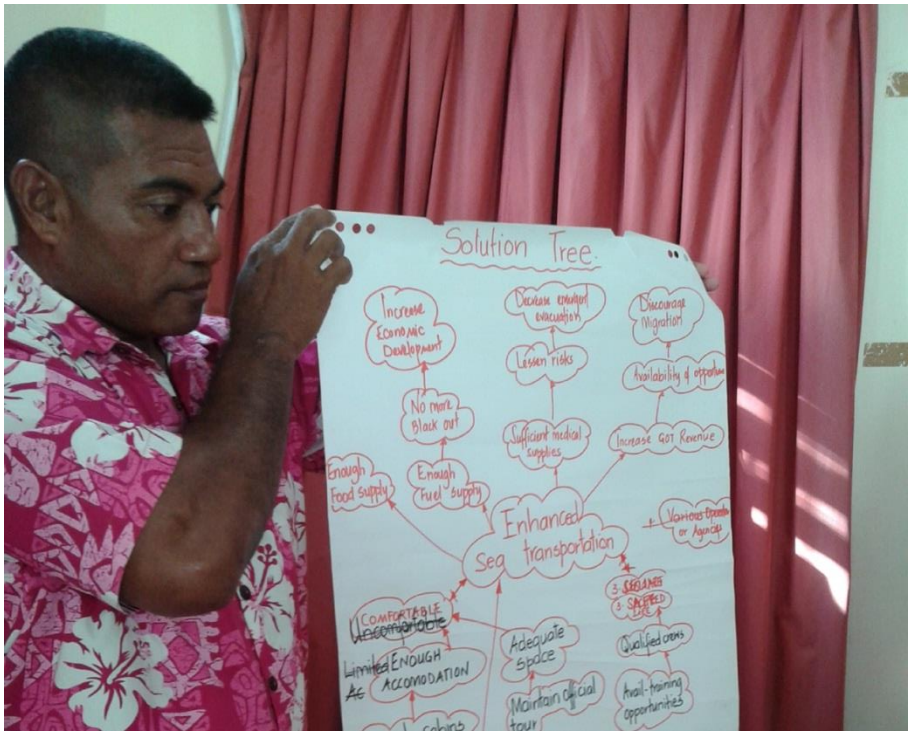
Day 1	**Day 2**
Official opening Introduction to the Logical Framework Approach Step 1. Situation Analysis Step 2. Stakeholder analysis Step 3. Problem analysis Step 4. Solution analysis	Step 5. Strategy analysis Step 6. Logframe matrix
Day 3	**Day 4**
Step 6. Logframe matrix Monitoring your project	Step 7. Timeline Step 8. Budget Workshop evaluation Certificate presentation ** Note: Day 4 topics were covered on day 3.*

ANNEX 2. Participants List

Workshop on proposal preparation using the Logical Framework Approach
4-6 March 2015, Funafuti, Tuvalu
Participants list

No.	Name	Gender	Job title	Organisation	Email	Phone (+688)
1	Taimoe Mika	F	Planner	Nanumaga Kaupule	tuika80@gmail.com	
2	Papua Ulisese	M	Planner	Nui Kaupule	ulisesepapua@gmail.com	23005
3	Vaipuna Esela	M	Planner	Nanumea Kaupule	klopati85@gmail.com	26005 / 907232
4	Pakasoa Laulenese	M	Planner	Nukufetau Kaupule	lpakasoa@gmail.com	24003
5	Putu Taeukai	M	Planner	Niutao Kaupule	putufteaukai@gmail.com	
6	Tui Taumafai	M	Planner	Vaitupu Kaupule	tuitaumafai@gmail.com	
7	Jennifer Malosi	F	Planner	Funafuti Kaupule	vuslately@gmail.com	20422 / 20586
8	Frank Fiapati	M	Local Government Officer	Dept. of Rural Development	ffiapati@gov.tv	20173 / 902317
9	Faavae Lutelu	M	Agriculture Extension Officer	Dept. of Agriculture	flfpai@gmail.com	20836 / 907378
10	Sagaga Safega	F	Youth Officer	Youth Dept.	siblings85@gmail.com	20834 / 902765
11	Fa'atamalii Bruce	F	Volunteer	Tuvalu Association of Non-Government Organisations	mauai.bruce@gmail.com	20759 / 902707
12	Toaiga Semisi	F	Assistant Trade Officer	Dept. of Trade	toaigas@gmail.com	20117 / 20667
13	Rev. Kautoa Molotii	M	Mission Secretary	Ekalesia Kalisiano Tuvalu	molotiik@gmail.com	20755 / 20637
14	Tusialofa Finikaso	M		Tuvalu Red Cross	t_finikaso@yahoo.com	20706 / 900537
15	Tejal Chauhan	F	Medical Lab Technologist	Princess Margaret Hospital	chauhan.tejal@gmail.com	20480
16	Faoliu Teakau	M	National Coordinator, GCCA: PSIS Project	Dept. of Environment	fteakau@gmail.com	20179
17	Lotokufaki Paka	F	Senior Fisheries Officer	Fisheries Dept.	tenanoraoi87@gmail.com	20348 / 900888
18	Uatea Vave	M	Senior Agriculture Officer	Dept. of Agriculture	uateavave@gmail.com	20836 / 900524
19	Isimasi Apisai	M	Community Organiser, NAPA Project	Dept. of Environment	isimasiapisai@gmail.com	20189 / 906923

ANNEX 3
Photos of workshop activities


Solution Tree
Increase Economic Development
Decrease emergent evacuation
Discourage Migration
Lessen risks
Availability of opportun
No more Black out
Sufficient medical supplies
Increase GOT Revenue
Enough Food supply
Enough Fuel supply
Enhanced Sea transportation
Various Operators or Agencies
COMFORTABLE
Adequate Space
Qualified crews
Limited ENOUGH ACCOMODATION
Maintain official tour
Avail-training opportunities

Global Climate Change Alliance:
Pacific Small Island States
Building climate change
INDICATORS
GOV
ASSUMPTION
Purpose
Improved Piggery Management in Nanumaga Island by 2017
Town Council
Progress Report
Training Report
Model Piggery established
Farmers trained and have more pig pens built
Pig waste well managed
Septic tank does not leak
Material arrive from boat on time
Land secured Farmers willi
Output 2
2.1 - ordering of building material
2.2 - transporting of building material
2.3 Distributing of building material
Distribution of building materials to farmers are on time

ANNEX 4

POST TRAINING EVALUATION FORM – Tuvalu

Completed by 17 participants

The training was well structured	10	3	3	☐	1	☐	☐	The training was poorly structured
The activities gave me the confidence that I can apply the knowledge in my work	11	4	1	1	☐	☐	☐	The activities did not give me confidence that I can apply the knowledge in my work
I found the learner guide useful	13	3	☐	1	☐	☐	☐	I did not find the learner guide useful
I learnt things that will be useful to my work	12	3	☐	☐	1	☐	☐	I did not learn things that will be useful to my work
The course was well presented	8	7	1	☐	1	☐	☐	The course was poorly presented
The facilitators made the material enjoyable	10	5	1	☐	1	☐	☐	The facilitators did not make the material enjoyable

For each of the following, please rate your level of confidence in being able to undertake the following steps of the logical framework approach when you get back to your job.

Very confident								*Not at all confident*
Problem analysis	10	4	3	☐	☐	☐	☐	
Solution analysis	11	4	2	☐	☐	☐	☐	
Logframe matrix	7	6	3	1	☐	☐	☐	
Project monitoring	6	6	4	1	☐	☐	☐	
Timeline	8	4	5	☐	☐	☐	☐	
Budget	7	3	3	☐	☐	☐	☐	

I am confident that I can design a good project	7	5	5	☐	☐	☐	☐	I am not confident that I can design a good project
I would recommend this course to my colleagues	14	2	☐	1	☐	☐	☐	I would not recommend this course to my colleagues

Four days for the course was:	About right	6
	Too short	11
	Too long	☐

What was the most useful thing you learnt on this course?

All topics covered in this training
An overview of how to write a proposal
Analysing- micro, account for everything
Designing a proposal, monitoring, evaluation
Every steps of the LFA
How to design a project from begin to end
How to develop a LFA and its importance

How to identify causes from effects. Doing the analyses to different situation when trying to formulate a project proposal.
I loved the log matrix, since I learned a lot to identify problem, solutions, and effects, which I think it is a necessary part. It is where I gather all information and I can know more on my core problem
Logframe matrix, prepare questionnaires and timeline
Preparing logframe matrix, monitoring and organising of tasks
problem tree analysis
Project monitoring was excellent
The steps leading up to the logframe matrix that make the matrix more effective and proposal more feasible
The useful and reliability the logframe matrix is
The whole approach is very useful to me

The course would have been more effective if:

Giving more days/time for participant to work on
Have enough days (approx. 10 days) and time for practise
In Tuvaluan language, need an interpreter
Invite more participants
More days are added to the training
More time and more activities
More time for more hands on activities
Presentations were in point form, have more examples
The more time we have the clearer the message we will receive
There is no public holiday on Monday
There will be more days and more training
We add 1 or 2 more days to the training course
We had more icebreakers
We have a little more time

Which topic(s), if any, do you want follow-up training on?

All LFA and M&E topics
I suggested that all the logical framework training approach should be followed-up. We should like to attend LFA programs in the future, worth listening, I learned a lot
I want follow up training on how to prepare logframe matrix - budget
Logframe matrix
Logframe matrix and monitoring and evaluation
Logframe matrix/monitoring
M&E
Monitoring and evaluation
Monitoring and problem tree
Problem and solution analysis
Project monitoring, create activity schedule, create budget
timeline
Timeline and budget

Do you have any further comments or feedback about any aspects of the training?

A very successful and useful training. My first time ever to attend such kind of training, and I found it very interesting and relevant to what I am doing in the office.
Have more practical works and group discussions. Thank you very much.
I think this is a very important training and good effect and benefit to my kaupule
It's a very good and useful training for me and my job
None, the training was good but we need more days. For the participant to work on project/learning project implementation
Nothing, the training is very useful

Sometimes feel I can't store every vital messages, since my brain is too tired, so if you can measure your time wisely, or extend, days for the workshop, since they are so important to us, especially planners from the outer islands. The training is very useful to me and also it will be a good lesson to train my colleagues Well delivered, unless more days are added to the training. Would you be able to assist us if we need help with proposals in the future?