

## India-UN Development Partnership Fund Project Quarterly Report Template

|   |   |
|---|---|
| <b>Project Title: Solarization of Heads of State Project Residence in PIDF and Member Countries</b>         |   |
| <b>Country: Fiji, Palau, FSM, Timor Leste, RMI, Nauru, Kiribati, Tonga, Vanuatu, Solomon Island, Tuvalu</b> | <b>Reporting Period: April-June 2023</b>  |
| <b>Project start date 1 June 2020</b>   | <b>Project end date: 31 December 2023</b> |
| <b>Implementing Partner: UNDP, Pacific Island Development Forum (PIDF), Solaria</b>                         |   |
| <b>Name &amp; Email of Project Contact Person: Amelia Raratabu UNDP</b>                                     |   |
| <b>Report Reviewed and Submitted by: Marlyn Omondi UNDP</b>   |   |

*Note: please see the reporting guidance provided on the page 5 of this template.*

### 1) Key achievements:

*What are the major achievements of your India-UN Fund project - over the reporting period – as planned on the Project document and AWP 2023?*

*Note: In this section, please explain major achievements of project during the reporting period and try to show links on how those achievements contribute(ed) to project outcomes.*

#### **Output 1 - Solar based power supplied to executive residences/buildings of national importance in Fiji, Tonga, Kiribati, Nauru, Solomon Islands, Vanuatu, RMI, FSM, Palau, Tuvalu, Timor-Leste and the PIDF headquarters**

1. Launching and Commission of Fiji's second site at the Chiefly Island of Bau was undertaken on the 22<sup>nd</sup> of May 2022. The Solar installation was useful for the preparation of the Great Council of Chiefs Meeting on May 23-24, and thereafter for official function on the Chiefly Island of Bau. The change of the second site for Fiji from PIDF headquarters to the Chiefly Island of Bau was approved during a special project board meeting was held on 11 May 2023. Installation at the Fiji State House is completed and will be commissioned in July 2023
2. Second Phase Solar Panels for Palau, Federal States of Micronesia (FSM), and Timor Leste, have been shipped to Fiji and are awaiting the finalization of MoUs by Nauru and also for FSM and Timor Leste for shipment to the respective countries

#### **Output 2: Onsite capacity established at the executive residences/ buildings of national importance and the PIDF headquarter to successfully operate and maintain the solar PV systems on a day to day basis and the public is aware of the benefits of solar power.**

3. The launch and commissioning event at the Chiefly Island of Bau supported Output 2 in raising awareness among the community and general public on the adoption of solar energy as a source of clean renewable energy that contributes to Fiji's Nationally Determined Contribution (NDC) target of reducing CO<sub>2</sub> emissions from energy sector under a Business as Usual scenario through the with media and general public. The launch event was covered by media around the world covered to disseminate the information to the general public (Links in the Annex).
4. High Level Launch and Commissioning Event: The Launching and Commissioning at Bau Island was attended by The Vunivalu na Tui Kaba, Ratu Epenisa Cakobau, his Excellency the High Commissioner of India in Fiji, Mr. Shri P.S. Karthigeyan, UNDP Resident Representative Ms. Dawn Del Rio, His Excellency the High Commissioner of Kiribati in Fiji, Mr. Tebuai Uaai and distinguished guest. The aim of the project is to allow national leaders to champion and encourage the mass adoption of solar energy and renewable energy technologies. The Great Council of Chiefs meeting provided a strategic opportunity to raise awareness among the chiefs of the 14 provinces, more that 300 dignitaries and

about 3000 of general public witnessing the meeting on solar power renewable energy following the installation at the chiefly island of

**Outcome 3: Effective and Efficient Project Management**

1. Spot Check was completed on April 2023. The spot highlighted the need to improve on procurement and financial systems and process by PIDF. Following review of the report by UNDP it was recommended that the procurement and financial processes be undertaken directly by UNDP to support in fast tracking implementation.
2. Planning for onsite training in both State House and Bau Island, to ensure sustainability of the panels post-project. The onsite trainings are scheduled to take place in July 2023

**2) Direct and indirect beneficiaries of the project**

*This section monitors and reports the progress made towards people benefited by the project to ensure result orientation.*

**2.1- Direct beneficiaries:** those who receive dedicated support from projects (e.g., recipients of grants, agricultural inputs; users of water facilities, health services, vocational training, etc.).

| Disaggregation  | Cumulative Q1 and Q2 2023 |
|-----------------|---------------------------|
| Number of men   | 20                        |
| Number of women | 8                         |

**2.2- Indirect beneficiaries:** those who do not receive direct support from the project but are still impacted by some activities (e.g., inhabitants of project catchment area who benefit from the projects/initiatives, participants of online workshops/meetings, webinars etc.).

| Disaggregation  | Cumulative Q1 and Q2 2023 |
|-----------------|---------------------------|
| Number of men   | 100                       |
| Number of women | 40                        |

**3. South-South cooperation**

*This section monitors and reports the progress made towards South-South cooperation elements through the project to ensure result orientation.*

**3.1- South-South cooperation indicators**

| Indicator  | Actual achievement in reporting quarter | Comments if applicable  |
|--|---|---|
| Number of examples of good practices in South-South cooperation transferred to developing countries with support by the IBSA Fund project<br><i>(please attach available documentation or details – as applicable)</i> | 1                                       | Invitation and attendance of His Excellency the High Commissioner for Kiribati in Fiji, Mr. Tebua Uaai at |



| Result statements  | Indicators   | Baseline        | Overall Project Target        | Target for Reporting Year        | Progress on Reporting Year  | RAG Rating        | Comments on variations  |
|--|--|-----------------|-------------------------------|----------------------------------|---|-------------------|---|
| Outcome 1  |  |                 |                               |                                  |   |                   |   |
| Output 1 : Solar based power supplied to executive residences/buildings of national importance in Fiji, Tonga, Kiribati, Nauru, Solomon Island, Vanuatu, RMI, FSM, Palau, Tuvalu, Timor-Leste and the PIDF Headquarters  | 1.1: No. of operational PV system  | 0               | 12                            | 10                               | 2 operation PV systems installed  | Amber             | Equipment for all sites were procured and delivered in 7 sites awaiting design and installation.  |
| Outcome 2 :  | <b>Indicators</b>  | <b>Baseline</b> | <b>Overall Project Target</b> | <b>Target for Reporting Year</b> | <b>Progress on Reporting Year</b>   | <b>RAG Rating</b> | <b>Comments on variations</b>   |
| Output 2: Onsite capacity established at the executive residences/ buildings of national importance and PIDF headquarter to successfully operate and the PIDF headquarter to successfully operate and maintain the solar PV systems on a day to day basis and the public is aware of the benefits of solar power | 2.1: No. of women and men that have built capacity on the operation and maintenance of grid-connected solar PV | 0               | 12                            | 12                               | 0 – capacity training for Fiji Statehouse and Bau island installation will be undertaken in July 2023   | Amber             | Identification of stakeholder to engage in training for Fiji Statehouse and Bau island installation is on-going                                     |
|  | 2.2: No. of manuals on operation and maintenance of grid-connected solar PV                                    | 0               | 12                            | 12                               | 2 manuals for the Fiji Statehouse and Bau island installation are currently under development in preparation for the training planned for July 2023 | Amber             | 2 manuals for the Fiji Statehouse and Bau island installation are currently under development in preparation for the training planned for July 2023 |
|  | 2.3: No. of news articles in national media  | 0               | 48                            | 48                               | 4 – Newspaper article in Fiji Sun and mention in Fiji times article, Twitter and Facebook posts by UNDP, and  | Amber             |   |

|  |                                 |   |   |   |   |       |  |
|--|---------------------------------|---|---|---|---|-------|--|
|  |                                 |   |   |   | featuring during the High-level Committee on South-South Cooperation of the UN General Assembly                   |       |  |
| Output 3: Effective and Efficient project management | Number for Quarterly Reports    | 1 | 4 | 4 | Q1, 2023 report submitted in April and Q2, 2023 report submitted in July  | Amber | Q3 report due in October 2023                                      |
|  | Technical Working Group Meeting | 6 | 5 | 6 | 1 technical working group meeting organized in 6 country technical working group meeting are being planned for Q3 | Amber | 6 country technical working group meeting are being planned for Q3 |
|  | Audit Report                    | 1 | 1 | 1 | Spot Check Completed , and Final Report shared with Implementing Partner  | Amber |  |

**5) Annual Work Plan (AWP) Activities implementation status – in over the reporting period\***

| SN  | Activity (please list all activities from AWP)  | Status (not implemented; partially completed; completed) | Brief explanation on implementation status/achievements (upto 100 words per activity)  |
|-----|---|--|--|
| 1.1 | Initiate and complete tender process including issue tenders, evaluate submitted bids and award contracts for the supply and transport of remaining BOS components (goods) and the installation of complete PV systems and training of on-site users (services) | Partially  | We're awaiting Site Details description from In-Country to be included in Procurement plan for design and installation   |
| 1.2 | Transport PV panels (and temporary storage if required)   | Partially  | Liaising with shipping company for comparisons quotes, to ship Equipment's for Nauru, Timor Leste and FSM. Currently all equipment for the 3 countries are in storage.   |
| 2.1 | Meetings of National Technical Working Groups   | Ongoing  | We will continue to hold meetings with TWG, to receive regular update/ progress on work on the ground.   |
| 2.2 | Board Meeting   | 1 completed  | A special project board meeting was held in May 2023 to approve the change of one of the Fiji sites from PIDF Headquarters to the Chiefly Island of Bau<br><br>The next project board meeting will be held in Q3 of 2023 |
| 3.1 |   |  |  |
| 3.2 |   |  |  |
| 3.3 |   |  |  |

\*This table should provide cumulative update on each planned AWP activity in consistent manner.

**6) Risk and Challenges**

| SN  | Risk/Challenges   | Internal/External | Mitigation measures taken or planned   |
|-----|---|-------------------|--|
| 1.1 | High Staff Turn Over within Implementing Partner (PIDF) | Internal          | UNDP is assisting PIDF, until they recruit a new Project Manager , and a support staff . UNDP has taken over the procurement and financial processes from PIDF to fast track implementation. |
| 2.1 |   |                   |  |

**7) Summary Financial Status of the Project:** \$ \_\_\_ 340,060.00 \_\_\_\_\_ cumulative expenditures to date.

*WHO/FAO/UNOPS/UNCDF/UNESCO/ILO/UNIDO (e.g. even if your UN Entity will post PDRs at the centralized level, kindly share the financial status you observe at country office level, so that we can cross-reference it with incoming PDRs)*

*UNICEF/PAHO/WFP/UNFPA/UNIDO (e.g. even if you will be submitting a certified FACE report when 80% of advances are spent, kindly informally share the overall financial status – which may be a single figure for total expenditures -- you observe at country office level, so that the Fund has an interim indication)*

**Annex:**

- 1) Photographs in action. The Fund needs plenty of engaging high-resolution, action-driven photograph for its communication and outreach activities. Do not attach pictures to the report. UNOSSC has shared with the project manager a link to this project' s photo-sharing folder in SharePoint. Kindly include photographs in said folder throughout the full project cycle and notify us of your submission. If you' d like a copy of the link, kindly contact [gentiana.xhavara@unosscc.org](mailto:gentiana.xhavara@unosscc.org)

- 2) Human-interest story (at least one)

Media Links:

**Bau Island installation:**

<https://fijisun.com.fj/2023/05/23/bau-island-project-pleases-high-commissioner-of-india-to-fiji/>

<https://www.fijitimes.com/2023-great-council-of-chiefs-anticipation-activity-mount-as-gcc-meeting-draws-near/>

- 3) *(If any produced during the reporting period)* Project activities reports/description, project publications, meeting/workshop proceedings, steering committee minutes, reports, communications materials, or similar writings.

**Annex 1:** Sixth Project Board meeting minutes 11 May 2023

## Guidance to complete the Quarterly Report Template

- 1) **Key achievements:** *please highlight key achievements of your project during the reporting period. The project team is highly encouraged to show links of the reported achievements with the project's planned outcomes - where possible or applicable.*
- 2) **Direct and indirect beneficiary of the project:** *please count the actual achievements for reporting period. Please note that indirect beneficiaries are not mandatory to count; however, it would be great if you can provide these data.*
- 3.1) **South-South cooperation indicators:** *please count the number of actions and report them against the specific indicators and attach evidence of the actions with the report.*
- 3.2) **Description of achievements related to South-South cooperation:** *Please, provide a brief about the achievements counted and reported against the indicators in section 3 and also explain key actions taken by the project in strengthening South-South cooperation.*
- 4) **Progress on Project Log-frame output indicators:** *please provide performance data on outcome and output level log-frame indicators of your Project following the suggested log-frame reporting table. The provided data should be consistent, credible and verifiable.*

*In the column 1, please copy the output and outcome statements from the ProDoc/M&E Framework. In column 2, copy output and outcome indicators from ProDoc/M&E Framework. In column 3, enter credible baselines value to each indicator before the project started. In column 4, enter overall target value to each indicator as per ProDoc/M&E Framework. In column 5, enter established annual target value for reporting year. In column 6, enter the progress made during the reporting period. Progress should be reported in cumulative manner. In column 7, enter self-assessed RAG rating as per the guidance provided. In column 8, please provide brief comments/reasons if there are variations on target vs performance to any indicators.*

*Project team is expected to complete all the columns while preparing the first quarterly report. In the subsequent reports, project team should update only column 6, 7 and 8.*

- 5) **Annual Work Plan (AWP) Activities implementation status – in over the reporting period:** *This table is expected to provide a cumulative status update on the implementation of the AWP in line with the project document. While completing first quarterly report, the project team needs to enter all the activities planned in the AWP in the column 4 of the table, provide status update in column 3 and brief narrative the column 4. In the subsequent reports, the project team is expected to update column 3 and 4 only.*
- 6) **Risk and Challenges:** *Please list all the identified key risk and challenges of the project in column 2 of the table. In the column 3, please categorize risks/challenges as either external or internal. In column 4, provide the mitigation measures taken or planned by the organization/project.*