

Date: 3<sup>rd</sup> February 2023

## Note to File

**To:** Njoya Tikum  
Regional Coordinator  
UNDP Regional Hub for West and Central Africa

DocuSigned by:  
*Njoya Tikum*  
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**From:** Stephane Amani  
Regional Specialist  
UNDP Regional Hub for West and Central Africa

DocuSigned by:  
*SA*  
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**Subject:** Request for 12-month extension of the Project Initiation Plan: Laying the groundwork for the EWASME programme implementation

The Initiation phase of the EWASME project was initially planned to start on the 1st of July 2022 and end on the 1<sup>st</sup> January 2023. The following four activities were planned to be pursued during those 6 months:

1. The Project Baseline study including a gendered Value Chain and Ecosystem Analysis and recommendations for the project design and implementation.
2. The establishment and operationalization of the RVC National Coordination platform.
3. The elaboration and endorsement of the Project document including M&E Framework, Social & Environment Assessment, 2023 Workplan, and Risk Log.
4. The setup and operationalization of the PMU unit.

However, out of the four planned activities, only activities 3 and 4 have started.

	Activity	Status	Cause of delay
1	Baseline assessment study	<ul style="list-style-type: none"> <li>- ToRs finalized and procurement engaged</li> <li>- Recruitment of the consulting firm paused pending the reception of funding from ISDB</li> </ul>	Lack of resources to proceed to the recruitment of the firm due to the delays in disbursement of funds by ISDB
2	Establishment of the RVC National coordination Platform	<ul style="list-style-type: none"> <li>- Potential stakeholders identified in each country</li> <li>- Engagement paused pending the signature of official agreement with beneficiary countries by</li> </ul>	Official agreement with the Governments of beneficiary countries (Senegal, Guinea, Sierra Leone, Niger) has not

		ISDB	been completed yet by ISDB
3	Project documents	<ul style="list-style-type: none"> <li>- Project document partially drafted</li> <li>- 2023 Workplan (PIP extension period) drafted</li> <li>- Project document finalization and complementary studies depend on inputs from the baseline study and are hence on pause</li> </ul>	Baseline study is delayed (see Activity 1)
4	Setup and operationalization of the PMU Unit	<ul style="list-style-type: none"> <li>- Project coordinator recruited</li> <li>- Team structure proposed (as part of the Project document)</li> </ul>	The recruitment of other PMU unit members depends on the needs and the effective start of the project

### Objective of the extension period

The objective of this extension period is to provide additional time for the groundwork for the full-fledged UNDP/IsDB initiative entitled "Empowering West African Women Small and Medium Enterprises in Rice Value Chains (EWASME) 2022-2025 in Guinea, Niger, Senegal and Sierra Leone".

### Budget

The initial budget has been reviewed and slightly increased from 650,000 USD to 670,480 USD. This is mainly due to a reallocation or increase of budgeted costs of stakeholders' engagement activities, more specifically:

- RVC National Coordination platform established and operationalized including sensitization & representation of beneficiaries and communities,
- Stakeholders (Government, donors, beneficiaries) engagement, workshops and meetings, especially the project kickoff in each of the four countries
- Consultancy fees for the Social and Environmental Impact Study for the Project Document

For more detailed information, please refer to the attached 2023 workplan.

### Conclusion

Under these circumstances, we request to extend the project until 31<sup>st</sup> December 2023, which will bring the total PIP duration to 18 months.

Action taken by the Head of BU.

**Approved** \_\_\_\_\_ •  Not Approved

Head of BU: Njoya Tikum, Regional Coordinator  
UNDP Regional Hub for West and Central Africa

Date 06-Feb-2023

### Attachments:

- Originally signed Project Initiation Plan
- Y2023 updated workplan

