



Yes  No Date: *dd.mm.yyyy*

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(DELETE BEFORE SUBMISSION)

### **Guidelines:**

The Final Programme Report template is based on the UNDG 2003 template, which is currently under review and is in line with the [UNDG Results Based Management Handbook \(October 2011\)](#). The Final Programme Report should be provided after the completion of the activities in the approved programmatic document and provide information on the overall results of the programme including the final year of the activities.

Building on continued efforts made in the UN system to produce results-based reports, the report should demonstrate how the outputs collectively **contributed to the achievement of the agreed upon outcomes** of the applicable Strategic (UN) Planning Framework guiding the operations of the Fund.

In support of the individual programme reports, please attach any additional relevant information and photographs, assessments, evaluations and studies undertaken or published.

Where available, the information contained in the Programme Summaries, Quarterly and/or Semi-Annual Updates and Annual Progress Reports prepared by the Participating Organizations may be useful in the preparation of the Final Narrative Programme Report. These Summaries, Updates and Reports where applicable, are available in the respective Fund sections of the MPTF Office GATEWAY (<http://mptf.undp.org/>).

### **Formatting Instructions:**

- The report should be between 10-15 pages. Include a list of the main abbreviations and acronyms that are used in the report.
- Number all pages, sections and paragraphs as indicated below.
- Format the entire document using the following font: 12point \_ Times New Roman and do not use colours.
- The report should be submitted in one single Word or PDF file.
- Annexes can be added to the report but need to be clearly referenced, using footnotes or endnotes within the body of the narrative.
- Do not change the Names and Numbers of the Sections below.

## FINAL PROGRAMME REPORT FORMAT

### EXECUTIVE SUMMARY

- In ½ to 1 page, summarise the most important achievements of Programme during the reporting period and key elements from your detailed report below. Highlight in the summary, the elements of the main report that you consider to be the most critical to be included in the MPTF Office Consolidated Annual Report.

### I. Purpose

- Provide a brief introduction to the programme/ project (*one paragraph*).
- Provide the main objectives and expected outcomes of the programme in relation to the appropriate **Strategic UN Planning Framework (e.g. UNDAF) and project document (if applicable) or Annual Work Plans (AWPs) over the duration of the project.**
- Promotions of linkages in the tourism and other local markets and agriculture productive sectors seems to offer the best opportunities for inclusive economic growth in several PICs that will help create economic opportunities; build resilience in rural communities; and improve sustainable development in both sectors. Though agriculture remains for most PICs population the main source of livelihood, its contribution to economic value added chain has generally declined over the last decade, whereas the tourism sector has seen significant growth. Reinforcing linkages and developing synergies between tourism and agriculture should help to achieve the objectives of sustained and equitable growth.
- Investing in organic agriculture could increase PICs food self-reliance and therefore, contribute to reducing the trend of dependency on food imports, as well as improving nutrition. Worldwide, organic agriculture is growing and the increasing consumer demand for organic commodities provides a viable opportunity for PICs farmers and processors to benefit from this growing international market. Traditional farming practices in Fiji are very much in line with organic agriculture practices and many communities still have agriculture systems based on “age-old” practices. These methods ensure environmental integrity and for this products to be exportable as “organic” they have to be certified. Organic agriculture provides important opportunities for PICs to export to niche markets a number of high-value, low volume crops, allowing them to enhance economic sustainability.
- Innovative and South-South Cooperation: A South-South Cooperation approach is a component of the JP implementation and the programme hopes to benefit from the global perspective of UN agencies, and access to best practices and lessons learned available through UN networks.
- Partnerships: The JP combines the different strengths and technical capacities of the UN agencies in Fiji to deliver as ‘One-UN’. Partnering UN agencies include UNDP and IFAD.
- The Fiji has seen the growth of the Organic Industry in the last 10 years. This growth has mainly been driven by the private Sector, Non-Governmental Organizations and Social Enterprises. The recently completed first phase of the Engaging Youth in Organic Farming if Fiji a Farm to Table approach project built momentum and created demand in the public and private sectors for a national policy. In order to continue this development with Government involvement and support the 2 line Ministries of Government through the Ministries of Agriculture (MOA) and Ministry of Industry Trade and Tourism (MITT) have requested that a National Organic Policy be developed. As part of POETCom’s work the Pacific Organic Policy Tool Kit has been developed for just such a request. The purpose of the project is to through a consultative process and utilizing the Pacific Organic Policy Tool Kit and experiences from Vanuatu in using the toolkit to develop the a national policy, develop a final draft of a National Organic Policy for Fiji and a communications campaign to further promote organics.

## II. Assessment of Programme Results

- This section is the **most important in the Report** and particular attention should be given to reporting on **results / and changes** that have taken place rather than on activities. It has three parts to help capture this information in different ways (i. Narrative section; ii. Indicator based performance assessment; iii. Evaluation & Lessons learned; and iv. A specific story).

### i) Narrative reporting on results:

From January to December 2013, respond to the guiding questions, indicated below to provide a narrative summary of the results achieved. The aim here is to tell the **story of change** that your Programme has achieved over its entire duration. Make reference to the implementation mechanism utilized and key partnerships.

- **Outcomes:** Outcomes are the strategic, higher level of change that your Programme is aiming to contribute towards. Provide a summary of progress made by the Programme in relation to **planned outcomes from the Project Document / AWP**s, with reference to the relevant indicator(s) in these documents. Describe if final targets were achieved, or explain any variance in achieved versus planned results. Explain the overall contribution of the programme to the Strategy Planning Framework or other strategic documents as relevant, e.g.: MDGs, National Priorities, UNDAF outcomes, etc . Explain who the main beneficiaries were. Highlight any institutional and/ or behavioural changes amongst beneficiaries at the outcome level.

#### i. Gender Equality/Women Empowerment

The first phase of the project identified that women are active participants in the organic supply chain process and quite vigilant in harvesting and preparation of their produce to be sold through this process. Organic produce were either harvested from the organic farms or even from the wild and proceeds from these sales are deposited directly to their bank accounts.

As indirect beneficiaries of the project, these women were thankful of the opportunities provided to them especially through the supply chain process. They are saving on transportation costs, market time and other unnecessary spending normally incurred during their market days. Money earned through the supply chain are directed to education expenses and daily livelihood for their families, all indicating economic empowerment of these women.

The second phase of policy development demonstrated the increased empowerment and agency of these women to participate in policy discourse. Typically in Fiji at meetings and workshops regarding agricultural policy very few women participate, and recent figures announced at COP 24 by the Ministry of Agriculture claimed only 4% of Fiji's farmers are women and yet at the Organic Policy stakeholders workshop 50% of participants were women engaged in organic agriculture. The Fijian organic farmer representative at the Climate Change Conference, COP24 in Katowice Poland, was also a woman. In her presentations she highlights the importance of policy and institutional support but also how as a woman and the constraints she faced within the social constructs she had been able to influence and engage in these processes in her island in Fiji.

#### ii. Engagement in Public-Private Partnerships

The first phase resulted in the Foundation for Rural Integrated Enterprises & Development (FRIEND) Fiji opening an organic restaurant. Tukuni is a local organic restaurant involving a farm to table approach. It also serves as a positive sign to farmers that there is a market for their organic produce and through this restaurant venture, farm produce can be now directed to the restaurant table. This example is being seriously examined by the Pacific Islands, with entrepreneurs in the

organic sector in Niue seeking advice and technical assistance to look at feasibility of a similarly themed restaurant and supply model in Niue.

The policy development phase saw concrete links start to build around the policy development between the public and private sectors. The stakeholder workshop engaged organic farmers, processors and the tourism sector, but also the Ministries of: Agriculture; Departments of Lands; MITT; Women, Ministry of Children and Poverty Alleviation; iTaukei Affairs Health; Forestry; and the Biosecurity Authority. The demonstration of willingness to partner between the public and private sector was evident. Especially in such a unique situation where the private sector is leading the policy development process.

iii. Strengthened Policy Environment and coordination

The new level of collaboration and cooperation between Government and industry was evident resulting and a draft policy that will further strengthen the relationship and future outcomes. Stakeholders also agreed to establish a Fiji Organic Representative body with interim office bearers and committee members appointed. This is a critical development for ongoing engagement of the organic sector with the public sector. This body will also ensure ongoing promotion of organics based on the communications plan developed through the project. The importance of a strong policy and enabling environment was highlighted during a side event in the Koronivia Pacific Pavilion at the COP 24 hosted by SPC/ POETCom. A Fijian Organic farmer spoke about how supportive environments from traditional leadership through to Government support, technical and policy wise, was essential for organic development and discussed the case of her island which is now fully organic.

- **Outputs:** Outputs are the more immediate results that your Programme is responsible for achieving. Report on the key outputs achieved over the duration of the Programme , in relation to **planned outputs from the Project Document / AWP**s, with reference to the relevant indicator(s) in these documents. Describe if final targets were achieved, or explain any variance in achieved versus planned results. If possible, include the number of beneficiaries. Report on how achieved outputs have contributed to the achievement of the outcomes and explain any variance in actual versus planned contributions to the outcomes.

***Outputs for the project build on phase one Output 3 Information and knowledge management:*** To ascertain information and communication needs of youth interested in engaging in organic agriculture.

Activity 3.1.1: -Development of the Organic Policy

3 key activities resulted in the draft Fiji National Organic Policy. A baseline study under taken through phase one of the project; consultant consultations with key stakeholders including a workshop for Government stakeholders to catch them up on the organic sector in Fiji as it was largely driven by the private sector to this point; and a broad stakeholder workshop which defined amongst other things:

- Developing a Shared Vision of the Fiji Organic Food and Agriculture Sector which incorporated the following considerations:
  - Scale of organic farming/shift to organic production
  - Characteristics for the organic sector
  - Potential impacts on health, economy, and education
  - Sustainability
  - Food security

- A strategic analysis of the sector including a SWOT
- Identification of appropriate push and pull policies for developing the sector
- Development/agreement of policy objectives

The consultant in collaboration with the newly appointed interim officers of the Fiji Organic Representative Body finalized the draft which is now ready to be presented to the Ministry of Agriculture as the lead Ministry for agriculture policy.

Due to the very short time frame of the project, approximately 6 weeks including the Christmas and New Year holiday closures, it was not feasible to present the draft policy to Government or to take steps to seek official approvals and endorsement through the usual Cabinet processes.

#### Activity 3.1.2: - Printing of the Organic Policy

As the draft could not be officially endorsed within the time frame of the project layout and printing was not progressed.

#### Activity 3.1.3:- Launching of the Organic Policy

Without official endorsement and adoption the Policy could not be launched

#### Activity 3.1.4 – Promotion of the Organic Policy

Supporting participation of a female Fijian organic farmer to participate in side events at COP 24 in Poland was a first step at promoting and socializing the importance of the policy not only in Fiji but across the region and wider. The representative was initially to speak at an event hosted by SPC/POETCom - SIDS Farmers Voices – a solution grown from tradition, which brought together farmers from the SIDS regions to share the impacts of climate on their farming and what they were doing to address this through organics. The Fiji representative spoke about the building institutional support for organic conversion being critical from the traditional leadership but also the need for policy to support and enable this. She also provided a gender focus by highlighting how traditional structures can be limiting to directly voicing issues but how she was able to then utilize her traditional roles and her experience and knowledge in organics to influence local policy. While in Poland she was then asked to participate in a side event panel discussion hosted by Governments of Australia, New Zealand and the International Fund for Agriculture Development (IFAD) where she had a stronger focus on the role of policy.

The communication strategy for the Policy and organic sector has been complete and is being rolled out over the next 12 months through the Fiji Organic Representative Body and FRIEND. This is being overseen by the interim officers and committee of the Fiji Organic Representative Body. The campaign not only promotes organics to consumers but is building a wide support base for the policy which will also assist its passage through formal Government processes.

The promotion strategy includes furthering the consultative process for strategy adoption. One to one meetings with key Ministries and officials will be undertaken and the draft will be circulated for public comment. This is based on the best practice for this type of public consultation on the development of standards as outlined in the ISEAL Alliance Code of Practice - [https://www.isealalliance.org/sites/default/files/resource/2017-11/ISEAL\\_Standard\\_Setting\\_Code\\_v6\\_Dec\\_2014.pdf](https://www.isealalliance.org/sites/default/files/resource/2017-11/ISEAL_Standard_Setting_Code_v6_Dec_2014.pdf) see clause 5.4 public consultation. This suggests a timing of 60 days for preliminary comment submission by stakeholders – and a further 30 day period for a second round. While this project is the development of a policy not a standard, this is a useful guide and will be amended as required by Fiji Government protocols.

- **Qualitative assessment:** Provide a qualitative assessment of the level of overall achievement of the Programme. Highlight key partnerships and explain how such relationships impacted on the achievement of results. Explain cross-cutting issues pertinent to the results being reported on. Has the funding provided by the MPTF/JP to the programme been catalytic in attracting funding or other resources from other donors? If so, please elaborate. For Joint Programmes, highlight how UN coordination has been affected in support of achievement of results.

Given the incredibly short time frame of 6 weeks and the fact that 2 weeks of the contract time was largely public holidays and/or SPC and Government end of year shut down period in Fiji results of the programme are excellent.

The relationships and partnerships FRIEND and POETCom have at National level in Fiji ensured not only engagement of the main line ministries involved in such a policy (agriculture and trade) but also periphery ministries such as health, education, ITaukei affairs etc.

While activities depending on Government approval processes could not be completed under these conditions the main output of a draft organic policy is completed and ready to be taken forward by the new Fiji Organic Representative body. The partnership with FRIEND was critical to achieving success and they showed great flexibility and adaptability in meeting the very short deadlines required of phase 2 of this project.

Phase 2 of the project called on learning and experience from the organic policy development process in Vanuatu which was supported by UNDP and the Government of Vanuatu and utilized tools developed through aligned EU supported projects (PAPP).

Interest in organic policy has extended to other partners. SPC has negotiated with the University of the Sunshine Coast and ACIAR a Small Research Activity (SRA) entitled *Policy Drivers for Public-Private Partnerships in Pacific Organics: Improving Extension Policy through an Evidence-based approach*. Due to be signed in January, this small grant valued at 100,000AUD will document case studies in Vanuatu and Fiji and support some ongoing consultations to support policy adoption and implementation.

A concept note is also under way for a GCF SAP to prove concept of large scale conversion of commercial farmers in the Pacific to organic regenerative agriculture. This is as a result of commercial farmers learning of the impacts of this and other organic work through the COP 24 awareness raising and information materials developed through phase one of this project.



## ii) Indicator Based Performance Assessment:

Using the **Programme Results Framework from the Project Document / AWP**s - provide details of the achievement of indicators at both the output and outcome level in the table below. Where it has not been possible to collect data on indicators, clear explanation should be given explaining why.

	<b><u>Achieved</u> Indicator Targets</b>	<b>Reasons for Variance with Planned Target (if any)</b>	<b>Source of Verification</b>
<b>Outcome 3<sup>9</sup></b> To ascertain information and communication needs of youth interested in engaging in organic agriculture <b>Indicator:</b> 1. No. of knowledge management products developed. <b>Phase 1 Baseline:</b> no products <b>Planned Target:</b> at least 2 KM products will be developed	2 products developed  Target exceeded Draft policy Communications strategy	Additional activities from Phase 1 where target was already exceeded	Draft policy Communications plan
<b>Output 3.1 INFORMATION AND KNOWLEDGE MANAGEMENT</b> <b>Activity 3.1.1</b> Development of the Organic Policy <b>Indicator 3.1.1</b> no indicator established <b>Baseline:</b> no policy in place <b>Planned Target:</b> Organic Policy developed	Draft policy complete	No variance	Draft policy document
<b>Activity 3.1.2</b> Printing of the Organic Policy <b>Indicator 3.1.2</b> no indicator established <b>Baseline:</b> no policy in existence <b>Planned Target:</b> published policy	Not complete	Can't be printed until endorsed by Government through official cabinet process – there was insufficient time for this in the project time frame	
<b>Activity 3.1.3</b> Launching of the Organic Policy <b>Indicator 3.1.3</b> no indicator established <b>Baseline:</b> no policy in existence <b>Planned Target:</b> Policy launched	Not complete	Can't be printed until endorsed by Government through official cabinet process – there was insufficient time for this in the project time frame	

<sup>9</sup> Note: Outcomes, outputs, indicators and targets should be as outlines in the Project Document so that you report on your actual achievements against planned targets. Add rows as required for Outcome 2, 3 etc.

<p><b>Activity 3.1.4</b> Promotion of the Organic Policy <b>Indicator 1.1.4</b> no indicator established <b>Baseline:</b> no promotion of organics and policy in place <b>Planned Target:</b> communications plan in place</p>	<p>Communications strategy being implemented</p>	<p>No variance</p>	<p>Communications strategy</p>
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### iii) Evaluation, Best Practices and Lessons Learned

- Report on any assessments, evaluations or studies undertaken relating to the programme and how they were used during implementation. Has there been a final project evaluation and what are the key findings? Provide reasons if no programme evaluation have been done yet?
- Explain challenges such as delays in programme implementation, and the nature of the constraints such as management arrangements, human resources etc. What actions were taken to mitigate these challenges? How did such challenges and actions impact on the overall achievement of results? Have any of the risks identified during the project design materialized or were there unidentified risks that came up?
- Report key lessons learned and best practices that would facilitate future programme design and implementation, including issues related to management arrangements, human resources, resources, etc. Please also include experiences of failure, which often are the richest source of lessons learned.

As part of phase one of the Farm to Table project a situational analysis of the organic sector in Fiji was completed. This provided the consultant and stakeholders an over view of the sector and existing policy framework. The analysis also provided the context of agricultural development in Fiji as a whole and was an important step in the policy development process.

There were no delays in project implementation but the timeframe of the project was too short to allow completion of all activities, this was compounded by the project running into the Christmas and New Year period which is a time of public office closure in the Pacific. This included closure of financial services of both SPC and UNDP which essentially further shortened the implementation period by 2 weeks.

The key lesson is to ensure adequate time for implementation. Policy development, especially carried out as uniquely as this process being driven by the sector with Government by-in and support having to be built through an inclusive process and ongoing sensitization takes time. Further valuable lessons will be able to be ascertained once the full process of sensitization and adoption through Government processes is complete. It is not usual that policies are developed from the grass roots up and this experience will provide valuable learning for organic and other policy processes across the Pacific once it has run its full course. The ACIAR project due to start in January will be able to help map and evaluate these learnings.

### iv) A Specific Story (Optional)

- This could be a success or human story. It does not have to be a success story – often the most interesting and useful lessons learned are from experiences that have not worked. The point is to highlight a concrete example with a story that has been important to your Programme.
- In ¼ to ½ a page, provide details on a specific achievement or lesson learned of the Programme. Attachment of supporting documents, including photos with captions, news items etc, is strongly encouraged. The MPTF Office will select stories and photos to feature in the Consolidated Annual Report, the GATEWAY and the MPTF Office Newsletter.

**Problem / Challenge faced:** Describe the specific problem or challenge faced by the subject of your story (this could be a problem experienced by an individual, community or government).

**Programme Interventions:** How was the problem or challenged addressed through the Programme interventions?

**Result (if applicable):** Describe the observable *change* that occurred so far as a result of the Programme interventions. For example, how did community lives change or how was the government better able to deal with the initial problem?

**Lessons Learned:** What did you (and/or other partners) learn from this situation that has helped inform and/or improve Programme (or other) interventions?