

CEPF Final Project Completion Report

Instructions to grantees: please complete all fields, and respond to all questions, below.

Organization Legal Name	<i>The CARIBSAVE Partnership</i>
Project Title	Final Assessment of the CEPF Caribbean Islands Programme in Haiti and Jamaica
CEPF GEM No.	
Date of Report	February 25, 2016
Report Author	
Author Contact Information	

CEPF Region: North & Central America- Caribbean Islands

Strategic Direction: Strategic Direction 4: Provide strategic leadership and effective coordination of CEPF investment through a regional implementation team

Grant Amount: \$63,791.24

Project Dates: July 1, 2016- November 30, 2016

1. Implementation Partners for this Project (*list each partner and explain how they were involved in the project*)

N/A

Conservation Impacts

2. Describe how your project has contributed to the implementation of the CEPF ecosystem profile

N/A

3. Summarize the overall results/impact of your project

N/A

Planned Long-term Impacts - 3+ years (as stated in the approved proposal)

List each long-term impact from Grant Writer proposal

N/A

4. Actual progress toward long-term impacts at completion

N/A

Planned Short-term Impacts - 1 to 3 years (as stated in the approved proposal)

List each short-term impact from Grant Writer proposal
N/A

5. Actual progress toward short-term impacts at completion

N/A

6. Describe the success or challenges of the project toward achieving its short-term and long-term impact objectives

7. Were there any unexpected impacts (positive or negative)?

Project Components and Products/Deliverables

Component 1 (as stated in the approved proposal)

List each component and product/deliverable from Grant Writer

1.1	An edited version of the worksheet on progress toward meeting long-term conservation outcomes is returned to the CEPF Secretariat	Incomplete	We did not receive the original worksheet on progress toward meeting long-term conservation outcomes in advance of the meetings and therefore could not provide any comment towards an edited final version. As part of our facilitation responsibility we provided support for the completion of the worksheets during the workshops.
1.2	The stakeholder consultation meeting in Jamaica is delivered and facilitated for 35 participants, targeting CEPF grantees, CEPF staff, donors, and government representatives	Complete	The stakeholder consultation workshop in Jamaica successfully executed. 18 participants participated in the meetings held at The Hotel Four Seasons on Nov 16 & 17th, 2015.
1.3	Edited notes of the stakeholder consultation meeting in Jamaica are delivered to the CEPF Secretariat in English	Complete	Edited notes were submitted to the CEPF Secretariat
1.4	Local media are mobilised to cover event and a media	Complete	Media advisory and press release were produced and disseminated by PANOS

	advisory and press release are produced		
--	---	--	--

8. Describe the results from Component 1 and each product/deliverable

Component 2 (as stated in the approved proposal)

List each component and product/deliverable from Grant Writer

9. Describe the results from Component 2 and each product/deliverable

Component 3 (as stated in the approved proposal)

List each component and product/deliverable from Grant Writer

2.1	The project site visit in Jamaica is delivered and facilitated	Deliverable changed	The CEPF Secretariat advised that we were no longer required to arrange a site visit
2.2	A press release is produced	Complete	Press release was produced and disseminated by PANOS

10. Describe the results from Component 3 and each product/deliverable

3.1	An edited version of the worksheet on progress toward meeting longterm conservation outcomes is returned to the CEPF Secretariat	Incomplete	We did not receive the original worksheet on progress toward meeting long-term conservation outcomes in advance of the meetings and therefore could not provide any comment towards an edited final version. As part of our facilitation responsibility we provided support for the completion of the worksheets during the workshops.
3.2	The stakeholder consultation meeting in Haiti is delivered and facilitated for 25 participants, targeting CEPF grantees, CEPF staff, donors, and government representatives	Complete	The stakeholder consultation workshop in Haiti was successfully executed. 32 participants participated in the meetings held at the Hotel Kinam on Nov 9 & 10th, 2015.
3.3	Edited notes of the stakeholder consultation meeting in Haiti are delivered to the CEPF Secretariat in English	Complete	Edited notes were submitted to the CEPF Secretariat

3.4	Local media are mobilised to cover event and a media advisory and press release are produced	Complete	Media advisory and press release were produced and disseminated by PANOS
-----	--	----------	--

Component 4 (as stated in the approved proposal)

List each component and product/deliverable from Grant Writer

11. Describe the results from Component 4 and each product/deliverable

4.1	The project site visit in Haiti is delivered and facilitated	Deliverable changed	The CEPF Secretariat advised that we were no longer required to arrange a site visit
4.2	A press release is produced	Complete	Draft press release was produced and submitted to CEPF Secretariat

12. If you did not complete any component or deliverable, how did this affect the overall impact of the project?

5.1	A French translation of the draft impact report is delivered to the CEPF Secretariat	Incomplete	We did not receive the draft impact report and therefore could not provide translation support
5.2	Compiled comments, feedback and suggested revisions to the draft summary impact report from project participants in the Jamaica and Haiti meetings are forwarded to the CEPF Secretariat	Incomplete	We did not receive the draft summary impact report and therefore could not provide any comment or feedback.

13. Please describe and submit any tools, products, or methodologies that resulted from this project or contributed to the results

A survey was conducted on behalf of CEPF using the Turning Point polling software to garner the opinions from the grantees on the CEPF funded projects they participated in implementing. The results were sent in a report to the CEPF Secretariat along with the other deliverables.

CEPF Global Monitoring Data

Respond to the questions and complete the tables below. If a question is not relevant to your project, please make an entry of 0 (zero) or n/a (not applicable).

14. Did your organization complete the CEPF Civil Society Tracking Tool (CSTT) at the beginning and end of your project? (Please be sure to submit the final CSTT tool to CEPF if you haven't already done so.)

	Date	Composite Score
Baseline CSTT	N/A	N/A
Final CSTT	N/A	N/A

15. List any vulnerable, endangered, or critically endangered species conserved due to your project

Hectares Under Improved Management

Project Results	Hectares*	Comments
16. Did your project strengthen the management of an existing protected area?		List the name of each protected area N/A
17. Did your project create a new protected area or expand an existing protected area?		List the name of each protected area, the date of proclamation, and the type of proclamation (e.g., legal declaration, community agreement, stewardship agreement)N/A
18. Did your project strengthen the management of a key biodiversity area named in the CEPF Ecosystem Profile (hectares may be the same as questions above)		List the name of each key biodiversity area N/A
19. Did your project improve the management of a production landscape for biodiversity conservation		List the name or describe the location of the production landscape N/A

* Include total hectares from project inception to completion

20. In relation to the two questions above on protected areas, did your project complete a Management Effectiveness Tracking Tool (METT), or facilitate the completion of a METT by protected area authorities? If so, complete the table below. (Note that there will often be more than one METT for an individual protected area.)

Protected area	Date of METT	Composite METT Score	Date of METT	Composite METT Score	Date of METT	Composite METT Score

21. List the name of any corridor (named in the Ecosystem Profile) in which you worked and how you contributed to its improved management, if applicable.

Direct Beneficiaries: Training and Education

<i>Did your project provide training or education for . . .</i>	Male	Female	Total	Brief Description
22. Adults for community leadership or resource management positions				N/A
23. Adults for livelihoods or increased income				N/A
24. School-aged children				N/A
25. Other				N/A

26. List the name and approximate population size of any “community” that benefited from the project.

Community name, surrounding district, surrounding province, country *Population size*

27. Socioeconomic Benefits to Target Communities

Based on the list of communities above, write the name of the communities in the left column below. In the subsequent columns under Community Characteristics and Nature of Socioeconomic Benefit, place an X in all relevant boxes.

Community Name	Community Characteristics								Nature of Socioeconomic Benefit												
	Small landowners	Subsistence economy	Indigenous/ ethnic peoples	Pastoralists / nomadic peoples	Recent migrants	Urban communities	Communities falling below the poverty line	Other	Increased income due to:				Increased food security due to the adoption of sustainable fishing, hunting, or agricultural practices	More secure access to water resources	Improved tenure in land or other natural resource due to titling, reduction of colonization, etc.	Reduced risk of natural disasters (fires, landslides, flooding, etc)	More secure sources of energy	Increased access to public services, such as education, health, or credit	Improved use of traditional knowledge for environmental management	More participatory decision-making due to strengthened civil society and governance	Other
									Adoption of sustainable natural resources management practices	Ecotourism revenues	Park management activities	Payment for environmental services									

If you marked "Other", please provide detail on the nature of the Community Characteristic and Socioeconomic Benefit:

Lessons Learned

28. Describe any lessons learned during the design and implementation of the project, as well as any related to organizational development and capacity building. Consider lessons that would inform projects designed or implemented by your organization or others, as well as lessons that might be considered by the global conservation community

- The initial design, methodology and subsequent activities proposed for the execution of the stakeholder workshops and facilitation were adequately planned given the time allotted. However, roles and responsibilities during the facilitation of the workshop could have been more clearly defined.
- The presence and involvement of the implementation team at the workshop and in the overall process makes it challenging to separate 'desired responses' from the genuine opinions of the grantees. Thus compromising the quality of the feedback received.
- The lead time for the dissemination of information to the requisite personnel was delayed due to changes in key deliverables which affected the flow of the intended workshop.
- The time allotted to facilitate the proper planning and coordination of logistics impacted on the numbers of grantees that could participate.
- A detailed communication and dissemination report needed to be actioned to alleviate these shortfalls.

29. Project Design Process (*aspects of the project design that contributed to its success/shortcomings*)

- The initial design and scope of work of the project aimed at providing planning and helping to facilitate with stakeholder consultation meetings was successfully executed by the CARIBSAVE team, as our current connections and operational staff in each country aided in the success of all deliverables.

30. Project Implementation (*aspects of the project execution that contributed to its success/shortcomings*)

- A member of the CARIBSAVE team was always at hand to coordinate, plan and disseminate information to all parties in a timely manner. The team was also available to conduct a survey with the grantees present at the workshop aimed at providing information to the donor, CEPF on the grantees opinions on the grant, process and how they were impacted.

31. Describe any other lessons learned relevant to the conservation community

Sustainability / Replication

32. Summarize the success or challenges in ensuring the project will be sustained or replicated

N/A

33. Summarize any unplanned activities that are likely to result in increased sustainability or replicability

N/A

Safeguards

34. If not listed as a separate Project Component and described above, summarize the implementation of any required action related to social, environmental, or pest management safeguards

N/A

Additional Comments/Recommendations

35. Use this space to provide any further comments or recommendations in relation to your project or CEPF

N/A

Additional Funding

36. Provide details of any additional funding that supported this project and any funding secured for the project, organization, or the region, as a result of CEPF investment

Donor	Type of Funding*	Amount	Notes

** Categorize the type of funding as:*

- A Project Co-Financing (other donors or your organization contribute to the direct costs of this project)*
- B Grantee and Partner Leveraging (other donors contribute to your organization or a partner organization as a direct result of successes with this CEPF funded project)*
- C Regional/Portfolio Leveraging (other donors make large investments in a region because of CEPF investment or successes related to this project)*

Information Sharing and CEPF Policy

CEPF is committed to transparent operations and to helping civil society groups share experiences, lessons learned, and results. Final project completion reports are made available on our Web site, www.cepf.net, and publicized in our newsletter and other communications.

Please include your full contact details below:

- 37. Name:**
- 38. Organization:**
- 39. Mailing address:**
- 40. Telephone number:**
- 41. E-mail address:**