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## **GLOBAL CLIMATE CHANGE ALLIANCE: PACIFIC SMALL ISLAND STATES PROJECT**

**REPORT ON TUVALU ADAPTATION PROJECT PLANNING WORKSHOP**

**19 AUGUST 2013**



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**Contents**

**Introduction** ..... 3

**Workshop Participants** ..... 3

**Meeting Agenda**..... 3

**Presentation on Tuvalu GCCA:PSIS Adaptation Project**..... 4

**Logical Framework Approach** ..... 4

**Workshop Evaluation**..... 5

**Conclusion**..... 5

Annex 1: List of Participants ..... 6

Annex 2 Workshop Agenda ..... 7

**Annex 3 Project Log Frame Version 1** ..... 9

**Annex 4: Workshop Evaluation**..... 12



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## Introduction

The Global Climate Change Alliance: Pacific Small Island States (GCCA: PSIS) Project in Tuvalu is entitled “**Improvement of Agroforestry systems to enhance food security and build resilience to climate change in Tuvalu.**” The project aims to apply improved agroforestry system by removing senile coconuts, replanting coconuts, making space available for planting of other tree and food crops such as breadfruit, pandanus, wild figs, cassava, sweet potatoes, taro, and pulaka.

As part of the project planning and design, a planning workshop was held on 19 August 2013 at the Tuvalu Family Health Association premises. The objectives of the meeting were to:

1. Introduce to the key stakeholders the proposed climate change adaptation project.
2. Discuss and agree on the proposed activities of the project.
3. Discuss and agree on the roles and responsibilities of the various stakeholders.
4. Discuss and agree on the implementation arrangements (institutional, management, etc).
5. Discuss the monitoring and evaluation framework.

The workshop was organised and chaired by Mr. Tapugao Falefou, Permanent Secretary, Ministry of Foreign Affairs and Trades, Tourism, Environment, and Labour (MFATTEL).

## Workshop Participants

There were 28 participants. Participants came from Department of Environment and other government departments, non-government organisations and Kaupule. There were four island (Kaupule) representatives from Nanumaga, Nanumea, Nukufetau and Nukulaelae. The list of participants is presented as Annex 1.

## Meeting Agenda

The meeting agenda is presented as Annex 2. The workshop was officially opened by Mr. Tapugao Falefou, Permanent Secretary of MFATTEL. He also outlined the objectives of the meeting:

At the start of the workshop and after participant introductions a presentation was made on the Tuvalu GCCA: PSIS project activities by Ms. Juliana Ungaro, SPC-GCCA:PSIS Climate Change Adviser. The presentation included information on activities relating to mainstreaming, climate change finance using budget support modalities, adaptation project, regional collaboration, and training. This was followed by participants completing a questionnaire designed to gauge key information as to the extent to which climate change is integrated into institutions in Tuvalu and participants’ understanding of climate change issues. The questions included:

**KEY QUESTION 1:** Is climate change included in your organisation/sector’s policy and/or planning documents? Of the 19 responses 16 said yes indicating that most have had some



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familiarity with climate change issues in Tuvalu. Two responses were negative and one did not know.

**KEY QUESTION 2:** Have you been involved in a climate change project or activity before? 14 participants have been involved in a climate change project in various roles such as being a participant, implementer, involved in management/coordination, and awareness-raising.

**KEY QUESTION 3:** Is climate change mentioned in your job description? 11 participants indicated that their job descriptions mentioned climate change and eight participants indicated their job descriptions did not mention climate change.

**KEY QUESTION 4:** Have you been involved in the preparation of a climate change project proposal before? 11 participants had been involved in the preparation of between 1 and 5 climate change project proposals while only two had been involved in more than 5 climate change project proposals. Five participants had not been previously involved the preparation of a climate change project proposal.

**KEY QUESTION 5:** Which do you think are the two most important climate change impacts in Tuvalu? 15 participants pointed to increased annual average temperature and increased sea level rise and being the two most important climate change impacts in Tuvalu. Others indicated that ocean acidification is an important issue as well as saltwater intrusion and prolonged drought (periods of low rainfall).

### **Presentation on Tuvalu GCCA:PSIS Adaptation Project**

Mr. Itaia Lausaveve gave some opening remarks and elaborated on the Tuvalu GCCA:PSIS Adaptation Project **Improvement of agroforestry systems to enhance food security and build climate change resilience in Tuvalu**. He noted that food security is a serious concern in Tuvalu and therefore the GCCA:PSIS project on **Improvement of Agroforestry systems to enhance food security and build resilience to climate change in Tuvalu** will help farmers through demonstration of farming techniques and cultivation climate-ready crops which are resilient to adverse impacts of climate change such as sea-level rise (saltwater intrusion) and drought. He also stressed that the GCCA: PSIS project was timely and coincides with the implementation of related projects funded by the GEF through the Pacific Adaptation to Climate Change Project (PACC) and the Australian government International Climate Change Adaptation initiative through its Agency for International Development (AusAID) and is consistent with the government's programme of work being implemented prior to the next general elections in 2014.

### **Logical Framework Approach**

A presentation was then given by Dr Gillian Cambers, GCCA:PSIS Project Manager, on the logical framework approach. Four of the participants said they had some prior experience with the logical framework approach.

The participants worked as a plenary group to define the overall objective and the project purpose. They then divided into two smaller groups to define the key result areas. Results were then shared and a framework log frame prepared.

Participants worked in small groups to define project activities. Results were then shared in a plenary session. A presentation was given on indicators, verification sources and assumptions to assist with further work in small groups to define indicators, verification sources and assumptions. However, due to time constraints these elements were not fully



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defined but sufficient information was provided by the key stakeholders to facilitate the definition of indicators, verification sources and assumptions. The draft logical framework was further developed by the GCCA: PSIS project team after the workshop. The combined results of all the small group sessions are presented in version 1 of the log frame shown in Annex 3.

Based then the workshop a budget was prepared in close consultation with the members of the Land Resources Division, SPC and the Director of the Department of Agriculture who is the main focal point of this project. The draft budget was prepared and is included in Annex 3 of this document.

The workshop was then closed. Next steps include fast-tracking the preparation of the project design document. A number of possible site on Funafuti were identified by the Department of agriculture as possible demonstration sites.

### **Workshop Evaluation**

Fifteen people completed the form and found the logical framework approach useful for project planning. Many participants found the LFA approach very useful with one commenting that *“with the short time with which was provided to work on the logical framework approach it is amazing how we came up with a number of activities and key result areas”* and on how the it could be improved, it was suggested that *“maybe provide a longer time frame to work on the logical framework approach.”* Thus while the LFA was found by the participants to be a useful tool for project planning most have indicated that more time should be allowed for understanding and appreciation of the efficacy of the LFA. Then results of the evaluation is contained in Annex 4.

Memory sticks were provided to each participant. Memory stick contained all the information relating to the project planning meeting.

### **Conclusion**

The workshop was successful in allowing different stakeholders to play a role in the initial planning of the project and paved the way for further training in the logical framework approach and development of climate change projects.



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## Annex 1: List of Participants

Name	Position	E-mail
Gillian Cambers	SPC-GCCA:PSIS	<a href="mailto:GILLIANC@spc.INT">GILLIANC@spc.INT</a>
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Tapugao Falefou	MFATTEL	<a href="mailto:tfalefou@gmail.com">tfalefou@gmail.com</a>



## Annex 2 Workshop Agenda

### Workshop agenda: Monday 19 August 2013

Time	Activity/Topic	Lead Person
8:30-09:00	Registration	All Invited participants
09:00-09:30	Introduction – prayer, remarks by reps from Tuvalu and SPC, introduction of participants (self), objectives of the workshop	Tapugao
09:30 –10:00	Global Climate Change Alliance: Pacific Small Islands States Project	Juliana
10:00-10:10	Baseline Assessment of CC in Tuvalu	SPC-GCCA:PSIS Team
10:10-10:40	Morning Tea/Coffee	Catering vendor/supplier
10:40-11:00	Enhancing food security through introduction of fast-growing and climate-resilient food crops	Itaia
11:00-11:15	Introduction to logical framework approach	SPC-GCCA:PSIS Team
11:15- 11:30	Define project objectives, project purpose in Plenary	SPC-GCCA:PSIS Team
11:30-12:30	Working Groups- develop project key result areas	SPC-GCCA:PSIS Team
12:30-13:30	Lunch	Catering vendor/supplier
13:30-14:00	Confirm key results areas in Plenary	SPC-GCCA:PSIS Team
14:00-15:00	Small group sessions to discuss project activities	SPC-GCCA:PSIS Team
15:00-16:00	Presentation and discussion of activities	SPC-GCCA:PSIS Team
16:00-16:30	Q&A, Evaluation, and Close	SPC-GCCA:PSIS Team





**Annex 3 Project Log Frame Version 1**

<b>Project title:</b> Improve agro-forestry systems to enhance food security and build resilience to climate change in Tuvalu			
<b>Description</b>	<b>Verifiable Indicators</b>	<b>Verification Sources</b>	<b>Assumptions</b>
<b>Overall Objective:</b> Increase resilience to climate change impacts in Tuvalu	<ul style="list-style-type: none"> <li>Food security for climate change resilience incorporated into strategic plans for at least 2 islands by 06/2015</li> </ul>	<ul style="list-style-type: none"> <li>National government plans, policies and strategies</li> <li>Island Strategic Plans</li> <li>Sustainable development plans</li> <li>Department of Agriculture annual work plans and budget</li> </ul>	
<b>Purpose:</b> Enhance food security in Funafuti and other islands	<ul style="list-style-type: none"> <li>At least two demonstration sites operational in 2 different islands by 06/2015</li> <li>Lessons learnt from demonstration sites are used for future planning for food security in Tuvalu by 06/2015</li> </ul>	<ul style="list-style-type: none"> <li>Project Progress Reports</li> <li>Department of Agriculture annual work plans and budget</li> </ul>	<ul style="list-style-type: none"> <li>Communities, farmers, and land owners receptive to agro-forestry practices and willing to adopt them</li> <li>Equipment and plant materials available within project timeframe</li> <li>Delivery and installation not affected by an extreme weather event or natural hazard e.g. cyclone, tsunami</li> </ul>
<b>Key Result Area 1:</b> Understanding of agro-forestry practices are enhanced among community members, land owners, Kaupule and national government through awareness raising, capacity building and training.	<ul style="list-style-type: none"> <li>At least 20 farmers effectively applying agro-forestry practices by 06/2015</li> <li>At least 6 education/awareness activities implemented by 03/2015</li> </ul>	<ul style="list-style-type: none"> <li>Surveys of farming practices pre and post project implementation</li> <li>Surveys of awareness of general population about agro-forestry prep and post project implementation</li> </ul>	<ul style="list-style-type: none"> <li>Suitable staff available for timely recruitment</li> <li>Communities receptive to agro farming practices</li> </ul>
<b>Key Result Area 2:</b> Improved agro forestry system implemented in demonstration sites in Funafuti and two outer islands	<ul style="list-style-type: none"> <li>4 sites for demonstration selected in 3 islands in a participatory manner by 06/2014</li> <li>20 farmers across 2 islands have access to and are using equipment needed for agro-forestry by 12/2014</li> </ul>	<ul style="list-style-type: none"> <li><i>Project progress and financial reports</i></li> <li><i>Project workshop reports</i></li> <li>Department of Agriculture annual work plans and budget</li> </ul>	<ul style="list-style-type: none"> <li>Communities and landowners willing to adopt agro-forestry practices</li> <li>Sufficient agricultural labour available</li> <li>Transport to outer islands available within project timeframe</li> </ul>



	<ul style="list-style-type: none"> <li>2 nurseries established in 2 islands to supply planting material to farmers by 03/2015</li> </ul>		
<b>Key Result Area 3:</b> Marketing potential assessed	<ul style="list-style-type: none"> <li>Agricultural production marketing plan for Tuvalu Prepared by 06/2015</li> </ul>	<ul style="list-style-type: none"> <li>Agricultural production marketing plan</li> </ul>	<ul style="list-style-type: none"> <li>Consultant available to undertake the plan preparation</li> <li>Buy-in from communities and government for agricultural marketing</li> </ul>
<b>Activities</b> 1.1 Hold a training workshop in agro-forestry farming practices in Funafuti for key stakeholders from all islands. 1.2 Hold 2 on site training workshops in agro forestry farming practices in Funafuti and one outer island for land owners and others. 1.3 Support training attachments to share good farming practices among islands in Tuvalu. 1.4 Implement at least six different awareness and education activities related to improved agro forestry systems and climate change adaptation e.g. brochures, billboards, videos, radio programmes.  2.1 Establish a Steering Committee and meet quarterly. 2.2 Recruit a technical officer and a finance officer, to be based in Department of Agriculture to drive the project. 2.3 Develop criteria for site selection in a participatory manner and in	<b>Means</b> Technical assistance Missions to countries Purchase of equipment Training activities Meetings and workshops Media involvement Reporting and evaluation	<b>Indicative Budget</b> €0.5 million	



<p>consultation with Kaupules, communities and land owners select at least two sites for demonstration projects in Funafuti, and two further sites each in a different outer island and develop monitoring and evaluation plans.</p> <p>2.4 Procure and purchase equipment for at least four demonstration sites.</p> <p>2.5 Prepare and maintain demonstration sites including tree thinning, selection of climate ready crops to be planted, compost making, weeding etc.</p> <p>2.6 Strengthen capacity of CePaCT to produce sufficient climate resilient plant materials for Tuvalu.</p> <p>2.7 Establish a nursery for each demonstration site.</p> <p>3.1 Develop an agricultural marketing plan for Tuvalu which will address transportation, food preservation, packaging and incentives such as buy local campaigns, annual competitions (nafa)</p> <p>3.2 Strengthen farmers groups and cooperatives to participate in commercial farming.</p>			
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## Annex 4: Workshop Evaluation

Fifteen people filled in the workshop evaluation form.

1. Did you find the Logical Framework Approach useful for project planning?

15 answered 'yes' with the following comments:

- Strategizes the ideas from different sectors
- With the short time frame which was provided to work on the logical framework approach it is amazing how we came up with a number of activities and key result areas..
- Divide KRA into smaller components to be more easy to identify activities, etc.
- It came up with lots of ideas from stakeholders. The personnel from agriculture department and LRD staff contribute a lot to the development of our plan And I recommend Itaia to be our main person in every consultations and meetings.
- The workshop is useful but it is too short.
- Could be adopted to develop other little projects to be funded by government. Straightforward and simple approach.
- It tells us what is the project is about? What activities should be done? Does it fall in the timeframe? Did we achieve our aim/objectives.
- Explanation of us of logframe in project planning. Listening to ideas from people in different sectors and how to collaborate the different ideas.
- Very difficult in terms of classifying key result areas and activities in such a way that is very simple to understand. It is very useful in regards to our country in terms of improvement of food security
- The LF exercise was good learning tool to develop the project proposal. However it did cause a lot of conflicting issues no sound agreement could come out from but also, the time of having this project was rather immediate that may have impacted to some of the expected results from this exercise.
- Need more time to focus in project planning.
- Assist individual household with providing them with the necessary equipment so they can start to work themselves.
- We are able to set all the stakeholders together and have a debate issues on the project the different ideas were were able to compile these framework

2. Recognising this meeting is a first stage in project planning, how could the meeting have been improved?

- It could have improved (considering the timeframe) if the Agriculture project manager could have developed it and the group make comment on for improvements.
- May be provide longer timeframe to work on the logical framework approach.
- Explain/elaborate more on outputs/KRA. Verifiable indicators I think should be a statement that can be measurable.
- If we are targeting food security, it is better to include either 3 or 5 personnel from the agriculture department.
- No comment
- May be a little more time for deliberation. More information regards the concept of the project. Tim (two years) for the GCC projects poses limitations to project planning.



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- The safer where the project is based on example agriculture they should do the planning. Then we would contribute other ideas.
- All good, no extra comment.
- Understanding – improve understanding on each component. Time consuming – need to extend hours so that people/participants can think wisely/carefully.
- Extend to more than one day.
- May be a more participatory approach could have been used to get opinion of workshop participants throughout the day.
- It can be improved if there is enough time to discuss, understanding the very important of this first stage in project planning.
- Issue to the participants the various handouts before the work.
- Good meeting for today. Thank you.
- It could be extended to more days.