

Tonga

Tonga Rural Innovation Project - Phase II Supervision Report

Mission Dates: 10 June - 16 July 2020
Document Date: 22/09/2020
Project No. 2000001197
Report No. 5494-TO

Asia and the Pacific Division
Programme Management Department

Abbreviations and Acronyms

AWPB	Annual Work Plan and Budget
ASDP	Agriculture Sector Development Plan
CADP	Community Agriculture Development Plan
CDP	Community Development Plan
CEIG	Community Economic Infrastructure Grant
CELG	Community Economic Livelihood Grant
DA	Designated Account
DDP	District Development Plan
DO	District Officer
FAO	Food and Agriculture Organization
FAO TCP	FAO Technical Cooperation Programme
FFS	Farmer Field School
FPO	Finance and Procurement Officer
FM	Financial Management
GFP	Gender Focal Point
IFAD	International Fund for Agriculture Development
IPM	Integrated Pest Management
KM	Knowledge Management
KPM	Knowledge and Partnerships Manager
LPA	Lead Project Agency
MAFF	Ministry of Agriculture, Food, and Forests
MEKM	Monitoring, Evaluation and Knowledge Management
MIA	Ministry of Internal Affairs
M&E	Monitoring and Evaluation
MFNP	Ministry of Finance and National Planning
MLNR	Ministry of Land and Natural Resources
MORDI	Mainstreaming of Rural Development Innovation
MORDI TT	MORDI Tonga Trust
NGO	Non-governmental Organization
OAG	Office of the Auditor General
O&M	Operations and Maintenance
PAC	Project Advisory Committee
PCC	Project Procurement Committee
PEC	Procurement Evaluation Committee
PEFA	Public Expenditure and Accountability Assessment
PFM	Public Finance Management
PIM	Project Implementation Manual
PIP	Procurement Implementation Plan
PM	Project Manager
PMU	Project Management Unit
PRAC	Project Review and Appraisal Committee
RIMS	Results Impact Management System
SOEs	Statements of Expenditures
SMA	Special Management Area
TASP	Tonga Agriculture Sector Plan
TDB	Tonga Development Bank
TO	Town Officer
TOP	Tongan pa'anga
TRIP	Tonga Rural Innovation Project
WA	Withdrawal Application

A. Project Overview

Region:	Asia and the Pacific Division	Project at Risk Status:	Potential problem
Country:	Tonga	Environmental and Social Category:	B
Project Name:	Tonga Rural Innovation Project - Phase II	Climate Risk Classification:	1
Project ID:	2000001197	Executing Institution:	Ministry of Finance
Project Type:	Rural Development	Implementing Institutions:	MORDI Tonga Trust
CPM:	Tawfiq El-Zabri		
Project Director:	not available yet		
Project Area:	not available yet		

Approval Date:	19/08/2017	Last audit receipt:	19/03/2020
Signing Date:	23/02/2018	Date of Last SIS Mission:	16/07/2020
Entry into Force Date:	23/02/2018	Number of SIS Missions:	2
Available for Disbursement Date:	11/07/2018	Number of extensions:	0
First Disbursement Date:	23/07/2018	Effectiveness lag:	6 months
MTR Date:	not available yet		
Original Completion Date:	31/03/2023		
Current Completion Date:	31/03/2023		
Financial Closure:	not available yet		

Project total financing

IFAD Financing breakdown	Debt Sustainability Framework	\$3,600,000
	IFAD	\$900,000
	Debt Sustainability Framework	\$1,497,867
	IFAD	\$1,497,867
Domestic Financing breakdown	Beneficiaries additional financing	\$3,000
	National Government (add)	\$125,000
	Beneficiaries	\$1,427,989
	National Government	\$2,729,594
Co-financing breakdown,		
Project total financing:		\$11,781,317

Current Mission

Mission Dates: 10 June - 16 July 2020

Days in the field: 10

Mission composition: Mr Sakiusa Tubuna, Sub-Regional Coordinator and the Mission Leader; Mr Anura Herath, Economist and Team Leader; Ms Tamara Nicodeme, Pacific Countries Programmes Manager; Mr Edilberto Angeles, Financial Management Specialist; Mr Chu Tuan Dat, Procurement Advisor; Ms Jeszel Topacio, Programme Liaison Associate, M&E; Mr Mattia Prayer Galletti, Lead Technical Specialist, Indigenous People and Tribal Affairs; Ms Elizabeth Ssendiwalala, Senior Institutions Specialist; Ms Ana Bing, Outreach and Partnership Specialist.

Field sites visited: Eua, Tongatapu, Vava'u and Ha'apai Islands

B. Overall Assessment

Key SIS Indicator #1	Ø	Rating	Key SIS Indicator #2	Ø	Rating
Likelihood of Achieving the Development Objective		3.63	Assessment of the Overall Implementation Performance		4.0

Effectiveness and Developmental Focus	4	Project Management	4
Effectiveness	3	Quality of Project Management	4
Targeting and Outreach	4	Knowledge Management	4
Gender equality & women's participation	4	Value for Money	3
Agricultural Productivity	3	Coherence between AWPB and Implementation	3
Nutrition		Performance of M&E System	3
Adaptation to Climate Change	4	Social, Environment, and Climate Standards requirements	5

Sustainability and Scaling-up	4	Financial Management and Execution	4
Institutions and Policy Engagement	4	Acceptable Disbursement Rate	6
Partnership-building	4	Quality of Financial Management	3
Human and Social Capital and Empowerment	3	Quality and Timeliness of Audit	5
Quality of Project Target Group Engagement and Feedback		Counterparts Funds	4
Responsiveness of Service Providers	3	Compliance with Loan Covenants	4
Environment and Natural Resource Management	4	Procurement	4
Exit Strategy	4		
Potential for Scaling-up	4		

Relevance	5
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C. Mission Objectives and Key Conclusions

Background and Main Objective of the Mission

On March 20th 2020, the Government of Tonga declared a state of emergency owing to the global spread of the novel coronavirus (COVID-19). Under such circumstances travel to project area was not warranted. Therefore, a remote joint supervision was undertaken during 10 June to 16 July 2020 in line with IFAD Project Implementation Guidelines to review Tonga Rural Innovation Project II (TRIP II).

TRIP II has three components: (i) **Community development** (US\$ 2.3 million); (ii) **Sustainable economic livelihoods** (US\$ 3.9 million); and (iii) **Project management and coordination** (US\$ 4.7 million). The Project covers all 122 eligible rural communities in the five main island groups of Tonga, which includes 60 TRIP I communities and 62 new communities.

The objectives of this second mission were to review: (i) implementation progress against the 2019 Annual Work Plan and Budget and Project Design document; (ii) the status of actions agreed during the 2019 Supervision Mission; (iii) compliance with legal covenants and procedures of the Financing Agreement, Implementation Manual and other applicable IFAD procedures and requirements; (iv) any adjustments proposed by the Government, MORDI or the mission itself in light of the COVID-19 global pandemic; (v) areas that may require IFAD implementation support; and (vi) areas that may require recalibration during the forthcoming TRIP II Mid-Term Review (MTR).

In view of COVID-19 travel restrictions, IFAD was obliged to undertake this joint review mission virtually. Mission findings are primarily based on documentation provided by the PMU, a field survey carried out during the mission, virtual online meetings, and some limited engagement with the target communities. Some documents needed to verify findings, including CDPs and CADPs were still in preparation or not made available by the time of the pre-wrap-up meeting. A virtual wrap-up meeting held on Tuesday, 14 July 2020 was chaired by Ms Balwyn Fa'otusia, CEO of Ministry of Finance and National Planning and attended by the TRIP II Project Management Unit as well IFAD Country Director for the Pacific Islands. The meeting endorsed the recommendations and proposed actions listed in the aide memoire.

The mission expresses its deep gratitude to the Government of Tonga and the staff of MORDI TT for their kind hospitality and the assistance extended to the mission.

Key Mission Agreements and Conclusions

The key mission agreements include the following:

- **Staffing/human resources.** The PMU shall review the efficacy of its delivery model and staffing plan. Towards this end, (i) the PMU will revisit the roles and responsibilities among the PMU staff (including leading functions such as for Gender); (ii) update the Project Implementation Manual with these adjustments and submit to IFAD for No-Objection; (iii) fill the key positions for M&E, finance, procurement, and administrator; (iv) share with IFAD the current PMU staff allocation to TRIP II; and (v) apply balanced cost-sharing in cases where PMU staff is implementing activities out of TRIP II's scope, or alternatively integrate such activities within TRIP II's result framework. The PMU must appoint key project staff, including an Administrator and senior finance officer.
- **Financial management.** Key positions for finance, procurement and administration need to be filled with long-term staff. The PMU has confirmed the need for an additional position of Senior Finance Officer, to focus on detailed review of voucher documentation and assist in preparation of AWPB, WA/SOEs, training and supervising of staff expenses. In accordance with the job description/TOR, the FO should be given more responsibility to include preparation of vouchers in MYOB and assisting the review of supporting documents for payments, monitoring of AWPB and handling of petty cash.
- **Investment pipeline.** Among TRIP II's five implementation phases (namely (i) preparation; (ii) capacity building and training; (iii) general planning; (iv) detailed planning; and (v) implementation), TRIP II needs to demonstrate the last two phases in some selected districts. Before the Mid-Term Review, the project should develop a minimum of five sub-project proposals, submit them to government approval bodies, and prepare the ground for implementation by the 1st quarter of 2021. Such sub-projects should be prepared with high quality standards in prioritised districts of Tongatapu and Eua Islands. Each sub-project should adequately address resilience building, adaptation to climate change, and ensure compliance with targeting criteria and environmental impact assessments where applicable. Subsequently, the process can be extended to other districts and islands where the first two phases have been completed.
- **Strategic directions and delivery model.** To prepare the ground for the effective roll out of sub-projects once transport and travel is resumed (and considering the uncertainties imposed by COVID-19 and the difficulty of executing sub-projects), TRIP II should focus on ensuring quality standards in the soft components, i.e. capacity building of staff and CIGs, formulation of sub-projects, project monitoring system, quality of CDPs/CADPs, etc. It shall establish an effective M&E system to track results, and a clear results chain with routine reporting.
- **Resilient livelihood investments.** Resilience and adaptability to climate change should be embedded in CADPs as well. Agricultural activities should progress beyond mere subsistence production, to include commercial activities that enhance economic livelihoods. TRIP II shall undertake rapid community awareness sessions by way of training, demonstrations and field visits. The capacity of the project staff, TOs and DOs, and the appropriate staff

of the Ministry of Agriculture, Food and Forestry (MAFF) should be strengthened through external resource persons to raise community awareness in these aspects. Once the communities are adequately strengthened and ready to contribute, the CADPs need to be revalidated and submitted to the government project approval process.

The mission concludes that TRIP II has all the potential and experience required to achieve the intended project outcomes during the next two years if key actions are addressed and existing constraints are resolved in a timely manner.

D. Overview and Project Progress

The overall progress of the project since last mission in April 2019 is rated as *moderately unsatisfactory* (3)^[1], one rating lower than that of the last mission.

In spite of the challenging mission circumstances, the mission was able to reaffirm the increasing relevance of TRIP II for targeted communities, more so under the emerging circumstances of COVID-19 and Cyclone Harold. Building on the participatory community development processes introduced by TRIP I, TRIP II is demonstrating that CDPs and CADPs have the potential to be used as a community-driven planning platform not only to guide the implementation of the project's own activities but also for other Government programmes as well as initiatives financed by Tonga's development partners. A number of partners seem to have designed investments and channelled resources in alignment with communities' priorities as expressed in CDPs. The institutionalization of these planning tools is a significant contribution of TRIP II to the national development agenda.

In the mission's assessment, the key accomplishments of TRIP II so far has been the establishment of a basis for scaling up activities that were successfully demonstrated under TRIP I. This includes:

- (i) building of local capacities for capturing community needs and priorities;
- (ii) establishing participatory and inclusive planning processes;
- (iii) formulating initial planning documents (CDPs and CADPs);
- (iv) establishing partnership mechanisms and joint interventions with government and other partners to support the accomplishment of TRIP II target outcomes;
- (v) providing induction and basic trainings to government staff stationed in towns and districts;
- (vi) orienting Community Facilitators to link communities to development actors; and
- (vii) setting up of community committees as governance bodies to audit and monitor development activities.

Having successfully established this foundation, TRIP II was expected to deliver a number of key outputs during the 2019 to 2020 fiscal year, including: formulation and implementation of community sub-projects, economic livelihood grant proposals, and the roll-out of resilient community infrastructures and livelihood improvement activities in selected communities.

The delivery of these target outputs has been hampered by both internal and external constraints. Unless these constraints are adequately resolved and implementation of activities is rolled out efficiently and effectively, there is a risk that downstream community benefits will be further delayed; and the intended outcomes and impacts of the project may not be attained. The mission observed the following key issues which partly contributed to the current slow progress of the project:

TRIP II had to invest a substantial amount of human and financial resources to update CDPs inherited from TRIP I, and to reflect community issues and demands in a more formal and representative way. While the process is useful, it has proven to be time consuming and as such has delayed the formulation and implementation of sub-projects^[2].

Concurrently, TRIP II is still at the initial stages of imparting required knowledge about climate resilient practices. Target communities need to have adequate awareness of climate-smart options; and demonstrate readiness to effectively contribute to sub-project development. The capacity to develop sub-projects with required quality in terms of climate risk management, resilience etc. has not been evident.

Organisational challenges reviewed during the 2019 mission continue to hamper project execution, inter alia: high staff turnover; lack of experienced staff dedicated to M&E and to mainstreaming of gender approaches; a still evolving M&E system; and inadequate number of technical staff with skills for community training.

A number of important partnerships have been pursued and promoted by MORDI, drawing on the same personnel that are engaged on TRIP II. To address the additional workload on a seemingly overburdened team, Government and MORDI are requested to determine a means of resolving this imbalance, vis either (i) integrating the partnerships within TRIP II,

and reflecting these in the TRIP II results framework, or else (ii) assigning new or supplementary MORDI staff to additional partnerships and ring-fencing TRIP II staff away from these initiatives while ensuring balanced cost-sharing of MORDI overheads and fixed and recurrent costs currently borne by TRIP II financing.

In terms of external challenges: first, the mission understands that a significant number of TRIP II communities have elected new TOs and District Officers (DOs) in August 2019. As a result, about 44% of Town Officers (TOs) are no longer in office. The PMU has therefore had to repeat earlier trainings on TO/DO duties, including on what they contribute to TRIP II. Second, the additional financing is not yet signed with Government, although sufficient funds were available under the original financing. Third, two recent developments that have impacted TRIP II and its target communities are COVID-19 travel disruptions and Cyclone Harold, disrupting project activities since late March 2020.

TRIP II has strengthened the participatory and inclusive community development process that was introduced by TRIP I and has now managed to demonstrate that the CDPs and CADPs have the potential to be used as a platform for its own planning and implementation of project activities but also for other development partners to design their investments in alignment to the community priorities and needs. This is a significant contribution of TRIP II to the national development agenda.

Component 1: Community development: This aims at increasing community capacity to manage resilient infrastructure built to required standards with the appraisal budget of US\$ 2.288 million, or 21% of total project budget. As of 30 April 2020, cumulative expenditures attributed to IFAD financing were US\$ 99,582, or 18% of the component financing allocation. No government or beneficiary financing has been captured in the financial records. The progress is rated as **moderately unsatisfactory (3)**. Appendix 4 presents a more comprehensive overview on implementation progress for Component 1.

The Mission notes the project's alignment to national priorities, and its support towards achieving higher-level strategic priorities (relevance). It also commends the close synergy between the PMU and the Ministry of Internal Affairs (MIA), in strengthening the capacities of local institutions, aimed at setting up an accountability system, to guarantee ownership and future sustainability over the sub-projects to be implemented. However, implementation was constrained by external factors such as public reforms that have taken place through 2019 (including 44% turnover of DOs and TOs in May 2019 due to elections), as well as climatic events (cyclones, last of which TC Harold), and disruptions caused by COVID-19.

Component 1.1 is expected to support the development of *Community Development Plans* (CDPs) in target communities, adopting a multi-sectoral approach thus covering health, education, agriculture and others. CDPs are expected to indicate priority economic infrastructures.

Train TOs and CFs in participatory learning approaches, and Project implementation practices Physical progress up until 30th April 2020 includes *trainings* of 16 District Officers (94% of 2019-2020 AWPB target, cumulatively reaching 105% of Appraisal targets) ; 97 Town Officers (88% of AWPB targets, and 105% of Appraisal targets); 76 female and 76 male Community Facilitators (316% of Appraisal targets); and 4,149 female and 4,011 male community members (94% of Appraisal targets). These trainings are aligned with the strategic guidance from the Ministry of Internal Affairs and considered critical for ensuring communities' ownership over future investments and their physical sustainability. The mission was not able to confirm whether TOs' and DOs' level of technical preparedness (for carrying out inclusive community planning processes after training) has been sufficiently strengthened to ensure the effective delivery of component activities. Verification means would entail training curricula (and iterations, if any, based on training outcomes), training evaluation reports, and others.

A new Act of 2019 defined TOs' and DOs' accountability directly to the MIA, which is responsible for community development, and has a clear mandate in training and empowering TOs and DOs. Following their election (with 44% of the officers' turnover), 2.5 months were required to train new officers. MIA and MORDI TT have analysed the communities' existing institutions (Village Councils and Sub-Committees). Presently, local institutions' implementation readiness level is less clear across TRIP II target areas, suggesting that local capacities' strengthening activities may still be underway, and results from the underlying analysis undertaken by the PMU may not be systematically informing implementation courses of action.

Develop communities' capacity to prepare CDPs and SPDPs. The PMU reports that 106 *communities trained* to prepare CDPs. Stakeholders met in the 'Eua island confirmed to be familiar with that process and were confident that they could develop their own CDP in the future (**scaling up**). The same meetings indicated that communities were currently leveraging on CDPs elaborated under TRIP I as well as TRIP II to mobilize resources from other donors and partners (**partnerships**). In the future, **it is recommended that the PMU captures these partnerships and resource mobilization activities, as directly attributable to TRIP II efforts.**

Prepare CDPs for all sectors – reflecting climate resilience. With regards to CDPs, as of 21st June 2020, TRIP II has cumulatively revised 106 CDPs (86% of total target), noting mild discrepancy with the PMU's reporting in April 2020, which indicated 100% target achievement. The PMU confirmed that consolidated CDPs are lodged with MIA, and reach the Prime Minister's Office through the Cabinet. The PMU efforts in tackling TC Harold and COVID-19 emergencies in coordination with the Food Security Cluster are commendable. However, the PMU's (and TRIP II) **responsiveness level** with regards to changing community priorities in light of these events remains undocumented, as well as whether a

feedback mechanism is put in place, with a view to periodically revisiting CDPs, and informing Components 1.2 and 2 courses of action. In the future, in order to facilitate effective project joint review, **it is recommended that the PMU archives CDPs, and shares these with IFAD.**

With regards to *community engagement*, as reported by the PMU at the time of the mission, community participation is usually less than 10% of the total local population (vs. 80% expected at design)^[3]. The lower participation level - if confirmed - needs to be further investigated by the PMU (whether an issue of community mobilization by CFs / TOs/ DOs, community appetite for community planning, incentive mechanisms, etc.), since this may have potential effects on the level of representativeness and inclusiveness. It is also important to assess: (i) whether CDPs include community-based analysis of climate resilient risks as foreseen at design; and (ii) to what extent women and youth priorities will be included in the project implementation pipeline (under Component 1.2).

Establish / reactivate Village Councils / Working Groups – C1 and C2.49 Village Councils have been established and 164 Working Groups reactivated. As per MIA, there is a strong need for these institutions to be in place and strengthened prior to proceeding with sub-project implementations.

Component 1.2 is expected to support the development of resilient community infrastructure based on CDPs, with activities focused on the construction, operations and maintenance of priority small-scale economic infrastructure.

During 2019 its implementation progress was halted: none of the 31 foreseen facilities were constructed/rehabilitated, and none of the foreseen 31 community infrastructure management committees trained. As a result, communities have not been assisted in developing CEIG proposals.

In line with the key project guiding principle, there is emerging evidence that the bottom-up approach adopted by TRIP II supports **policy dialogue** agendas, linking local action with policy reform. CDPs have served as a basis for a national-level water programme, where more than 5,000 water systems across all of Tonga are planned to be implemented for 2021, and for other investments including roads, streetlights, and fences. While the alignment with Government priorities is definitively a project strength, it remains unclear which sub-projects will be included under the TRIP II investments pipeline, also because communities have not started developing Community Economic Investment Grant (CEIG) proposals yet. Also, there is no evidence that CDPs or CADPs have covered climate resilient features as envisaged at design.

TOs have not yet assisted communities to develop CEIG proposals. However, consultations with Sub-Committees have already been initiated in Tongatapu and Eua, where small-scale drinking water infrastructure is a priority and the preparatory work is currently underway. The next survey cycle will be undertaken in Vava'u and Ha'apai, where CDPs have just been finalized, and will be handed over to the TOs and to the Sub-Committees. To support, the Project Review and Appraisal Committee (PRAC) has been established, and the first meeting was scheduled in March 2020 (postponed due to COVID-19).

With regards to the integration of *climate resilient features* as envisaged at design, this depends on the specific construction work foreseen. The Mid-Term Review will be able to review sub-project detailed designs, inclusive of climate resilient considerations, where relevant. While these efforts are noted, attribution to TRIP II remains unclear. With regards to *beneficiaries' co-financing* rules, the PMU reports that this information has been duly disseminated to communities during community induction / engagement stage. However, willingness to co-finance remains undocumented to-date.

Establish bank accounts for receipt of cash contribution, and operations and maintenance funds TO have facilitated this for the majority of project communities. MORDI TT's engineering and architectural supervision of community economic infrastructure is planned through External Service Providers.

Component 2: Sustainable economic livelihoods, aims at increasing the resilience of economic livelihoods through climate-smart, nutrition-sensitive agricultural production systems and agro-forestry based handicrafts. As of 30 April 2020, cumulative expenditures attributed to IFAD financing were US\$ 159,272 or 13% of the total component financing allocated by IFAD. No government or beneficiary financing has been captured in the financial records. The progress since the last mission is rated as **moderately unsatisfactory (3)**, one rating lower than that of the last supervision mission.

Component 2.1: Community Agricultural Development Plans

This sub-component, as presented in the log-frame, has the target of completing 60 CADPs as a subset of CDPs and an undefined number of sub-projects to facilitate investment. These sub-projects form the basis for receiving Community Economic Livelihood Grants (CELG) under the Project through a government approval process.

TRIP II has completed the preparation of 21 CADPs. No sub-projects were derived using these CADPs at the time of this mission. The mission team examined a sample of CADPs formulated. The following observations are made with a view to proposing improvement of the quality: (i) a logical linkage between CDPs and CADPs needs to be clearly presented in terms of priorities of issues and activities including the resilient agricultural production systems – *the sample survey indicates that about 30% of those people participated at CDP formulation did not come for CADP formulation*; (ii) community issues in terms of threats to resilience in livelihood, effects of climate change in agricultural production should be addressed in the CADPs, (iii) appropriate activities for agricultural productivity improvement with a holistic approach

should be identified and presented in the CADPs – *survey revealed about 50% had no idea for improvement and 40% mentioned tax allotment to be fenced*; and (iv) in order to support commercial production and agriculture export drive highlighted in the Agriculture Sector Development Plan (ASDP) of the government, CADP should include productivity and quality improvement aspects – *as survey revealed that the community technical knowledge was limited only to home-garden cultivation*. For this purpose, community awareness should be raised on these aspects so that they would hopefully express the need to ensure resilience in agricultural systems.

The last mission made several recommendations to enrich the CADPs along those lines. Among them: improvement of community capacity and awareness to address the issues discussed above was emphasised. Other recommendations included (i) conducting community lessons learned workshop – *yet to be conducted*; (ii) introducing new planting varieties – *identified but no introduction at the nursery level*; (iii) training on land preparation, soil testing and fertilizer management – *some demonstration of tractor ploughing and composting taken place, but need higher outreach to targeted communities*; (iv) establishing seedling banks for eastern and western part of Tongatapu – *not commenced*; (v) establishment of open nurseries for root crop planting material among others – *due to logistic difficulties and high cost the one started in Eua was unsuccessful, and only central nursery established at the MAFF office is maintained, which is approved by Eua Agricultural Council. Further one commercial farmer owned nursery to be organised in Eua to provide seedlings of kava, taro, kumala, and vanilla*; (vi) initiating close linkages between at least selected farmers in the communities and the private sector – *no formal linkages observed*; (vi) introducing limited mechanization in agriculture for land preparation and demonstrating soil nutrient improvement with appropriate fallow/green manuring – *recommended demonstrations need commencement, and legume seeds (Mucuna - Mucuna pruriens – is one) for soil improvement have been provided for no farmers*; and (vii) demonstrating and facilitating post-harvest processing of key agricultural products – *dehydrator and the steaming machine have been installed which can process many crops including breadfruit and community training to be commenced*.

Components 2.2: Farmers engaged in sustainable economic livelihoods

Under the second sub component of the Economic and Livelihood component the target is to undertake agriculture, agro-forestry and women handicraft production activities. At present the only completed output is the distribution of planting material. These include mainly vegetable plants, bud grafted breadfruit and high yielding varieties of vegetable seeds. Purpose is to diversify the home garden cultivation. With the results of the survey and discussions conducted by the in-country consultant, review of CADPs, and observation of photos the following observation are made: (i) number of plants and volume of seeds (on the basis of the seed rate) distributed would not be adequate to have a good land use rate and thus the number needs to be increased per household; (ii) the quality of the planting material may need improvement with better nursery practices and regular supervision – although the community could potentially reject the material of low quality, there is no awareness built for quality assessment; (iii) as indicated in the soil maps and topography maps and also repeated mention in the ASDP, the predominant soil group is *lapaha* clay soil. While this is good for vegetables and root crops, clay soil however tends to pack down, which limits soil oxygen and soil microorganisms, thus needing mulches and other soil conservation methods to build resilience. Community awareness needs to be raised in such activities to ensure benefits of home garden development. Application of Farmer Field School (FFS) as an extension tool was expected. However, apart from very few FFS initiated by TRIP I, there is no expansion to this approach. In an island state, FFS is a good approach and needs to be re-initiated.

For tax allotments, fencing for protection from animals or ploughing are the interventions that TRIP II is planning to undertake, where one allotment is entitled for only one activity. Both activities are under discussion. In fencing TRIP II will contribute wires, barb wires and fencing nails and the community provides fence posts, labour and maintenance. No budget estimates are available to comment on the community contribution. The project is currently waiting for the importation of wires. For the effectiveness, the community should have the full understanding of fence maintenance and best practices of ploughing with minimum soil compaction. The ploughing with tractors needs good demonstration which are currently lacking. Further in order to enrich the nutrient depleting soil, introduction legumes as green manure/mulching (Mucuna and cowpea etc) replacing grass fallow and soil conservation are best practices for tax allotments.

The main purpose of agro-forestry development is to maintain a sustainable yield of fibre crops for processing of tree-based handicraft materials such as mulberry for tapa and pandanus for weaving undertaken by women; and to promote multi-tiered agroforestry systems. It was mentioned that pandanus are currently in short supply. The mission discussion revealed that the agro-forestry training will be undertaken, which is so important for resilience, but there is no well-drawn plan, and the TO and DO are still to be made aware of this activity. Handicraft production is supported by refurbishing the weaving hall supported by the project. The project is supporting this activity and it is emphasised that correct planning of the halls is essential to continue weaving activity.

TRIP II has implemented several other activities during 2019-2020 which were outside the CADPs. These include breadfruit pruning, food processing trials, installation of dehydrator and steaming machine at the Agricultural Development and Training Centre which can process many crops. The project should systematically open these facilities to the community with some training. Further the project trained a very limited number of farmers on post-harvest processing. The survey indicated that this activity has not spread out to the community and also the community mentioned that the current level of production is not adequate for any value addition and processing. Therefore, production improvement is the key for income generation. A value chain survey has been undertaken in 2019 in partnership with Sunshine Coast University aiming at publishing a better postharvest handling guide. The mission observed that the findings and

recommendations are relevant for the communities only if they can first reach the production efficiency. TRIP II facilitated transplanting 112 Tahitian lime trees as a demonstration and to obtain planting material for bud grafting. The project still has to train farmers on pruning local citrus, grafting and overall management since there is a good export demand for citrus. The project conducted one Plant Health Clinic responding to emerging pest and disease threats and 55 men (no women) participated. Such practices at the community level or dissemination of the knowledge to the community still to be observed.

Component 3: Project management. As of 30 April 2020, cumulative expenditures attributed to IFAD financing were US\$ 816,114 or 69% of the total component financing allocated by IFAD. No government or beneficiary financing has been captured in the financial records. Progress since the last mission is rated as **moderately satisfactory (4)**. The PMU has shown proactive approach in coordinating the different elements of the project, including engaging with key development partners to leverage additional resources. However, the PMU suffers from human resourcing challenges and, as the mission understands, has not updated the Project Implementation Manual as agreed during the previous IFAD supervision mission. Submission of the 2019-2020 AWPB was behind schedule; and the 2020-2021 AWPB is not yet submitted in spite of being due 60 days before the beginning of the fiscal year.

With regards to human resources, the Unit's effectiveness continues to be constrained by the high turnover of staff; and responsibilities are often redistributed among existing personnel. At one stage there were 14 unfilled positions last year at the PMU, thus presenting a significant problem to the project. To ensure a more adequate recruitment of staff, a simpler recruitment process was adopted, while still ensuring that staff have relevant qualifications and experience. The mission was now informed that 8 of these vacancies have been filled and that 6 positions remain vacant. Of the 6 positions, two which includes the ICT officer and the Administrator will now be filled. The other 4 positions which include the Communications Officer, Site Supervisor, Construction Supervisor and Draughtsman will be provided through short term contracts to interested service providers. Based on the interview with PMU staff, it has been acknowledged that high staff turnover has been attributed to the following reasons: staff migrating overseas, staff finding other employment opportunities elsewhere and new staff leaving the job as they expected to be working in the office on a fulltime basis. Whilst staff migrating overseas and those that have found other potential employment opportunities are unavoidable, the issue of job expectation could be addressed. It is recommended that new staff during job interview should be thoroughly briefed on their expectation for the position and the type of work responsibilities that the position will entail.

The staff Annual Review for 2019 was not undertaken, which should be undertaken on an annual basis. Job descriptions for both existing and new staff needs to be reviewed to ensure clarity of individual targets and deliverables in the remaining project period. The project will hire an administrator as soon as possible.

At the PMU level, knowledge of project processes and operating procedures keep changing due to high turnover of staff. A consultant recruited after the last supervision mission highlighted the need for a uniform project orientation and regular meetings involving both PMU and MIA level staff. The PMU informed the mission that it conducts regular general staff meetings to facilitate smooth functioning.

The last mission recommended developing small commercial production units of pickles, jams, honey, processing and freezing of fruits (for smoothies) to coffee bars and restaurants, for both domestic and for export markets for livelihood diversification, which are still relevant. However, there is no record of any discussion on these.

[1] The ratings are: **6: highly satisfactory** [Targets/requirements met or exceeded. Considered as best practice]; **5: Satisfactory** [Targets/requirements met with only minor delays or set-backs]; **4: moderately satisfactory** [Most targets/ requirements met but delays or set-backs experienced]; **3: moderately unsatisfactory** [Some targets/ requirements met but issues/constraints have negatively affected implementation]; **2: unsatisfactory** [Few targets/requirements met. Issues/constraints remain unresolved. Delays have seriously undermined implementation]; and **1: highly unsatisfactory** [Almost no targets/ requirements met. Consideration should be given to cancellation/suspension].

[2] At the pre-wrap-up meeting of 9 July, the mission was informed that 42 sub-projects have been prepared. As the mission has not been provided this information in advance, and has not received the details of these sub-projects or the sub-project proposals, it is unable to comment on these subproposals. According to the PMU: for 'Eua, 42 sub-projects have been prepared (15 water, 26 cluster farm and 1 hall renovation projects) for total cost of T\$2.1 million (TRIP II 16%, Govt 13% and community contributions 71%). For Lapaha District, 15 sub-projects (10 water and 5 cluster farm projects) will amount to an estimated T\$2.1 million (TRIP II 19%, Govt 13% and 68% communities' contributions).

[3] On 4th September 2020, additional supporting information was provided by the PMU, showing that community participation averaged 80% throughout the project areas.

Agreed Action	Responsibility	Agreed Date
Complete Third and Final Batch 25 CADP Provide training of communities in activities short listed for support	MODI/25 Communities	03/2019

Readiness assessment to be undertaken before starting the CADP Readiness assessment to be undertaken before starting the CADP	MORDI TT Community Mobilisation Teams	04/2019
Positive List for Activities under CADP Prepare the positive list for activities which can be supported under the project	MODI/10 Communities	04/2019
Training of key project staff and gender focal points on results-based planning and readiness assessment Key project staff, including gender focal points, trained on result-based planning methods and "readiness" assessment of the communities for graduation from CDP to CADP.	MORDI TT to commission to external service provider	05/2019
Re-training of DOs and TOs on CDP and CADP process All DOs and TOs (mixed team TRIP 1 and new DOs and TOs) should be re-trained on result-based approach in CDP and CADP process. Trained project staff could conduct this training. Areas of training are specified in the aide memoire.	MORDI TT	05/2019
Complete First Batch 10 CADP Provide training of communities in activities short listed for support	MODI/10 Communities	05/2019
Conduct Demonstrating on improved land preparation Train tractor operators/owners and conduct demonstrations	MODI and CADP	05/2019
Mechanisation of planting and harvesting of root crops Procure xx set of planters and harvesters	MODI and CADP	07/2019
Demonstration on commercial compost making Procure xx set of compost machines,	MODI and CADP	07/2019
Demonstration on urea/DAP/compost briquette making Procure a mobile briquette machines	MODI and CADP	07/2019
Demonstrate the use of urea/DAP/compost briquette Show the effect of conventional fertilization and use of briquettes	MODI and CADP	07/2019
Demonstrations on Fattening of Mud crab Procure a necessary fencing material for a ¼-acre mangrove mud crab-fattening pen and a vertical RAS for on land fattening unit. Procurement of commercial feed should also undertake for demonstration/trial runs for to cycles.	MODI and CADP	07/2019
CADPs fully implemented At least 10 CADPs will be fully implemented in the community	MORDI TT	08/2019

Complete Second Batch of 25 CADP Provide training of communities in activities short listed for support	MODI/25 Communities	12/2019
CDP electronic archiving PMU to archive all available CDPs, and share them with IFAD	PMU	08/2020
Community Engagement (i) Actions will be taken to increase level of representation in community engagement activities and identification of priorities (as well as elaboration of CDPs). (ii) A consolidated report should be shared with IFAD prior to MTR reporting on measures taken to increase community engagement, and confirming feedback mechanisms in place.	PMU, Comp. 1 Coordinator	08/2020
Conduct Demonstrations on improved land preparation, soil management, post-harvest processing Explore the possibility of TO and DO training on these subjects and getting them to train the communities. Try this model in strategically selected districts in Tongatapu and Eua (or Hapaai)	MORDI TT and TO/DO	08/2020
Reporting on CDPs Prior to MTR, prepare and share with IFAD a consolidated report highlighting: (i) climate resilient risks that emerge from CDPs (or review CDPs if these are still not reflected); (ii) how priorities emerged from discussions with women and youth in particular will be tackled/financed through IFAD or other partners; (iii) comprehensive list of identified priorities across target areas, inclusive of partners/financiers (in addition to IFAD).	PMU, Comp. 1 Coordinator	09/2020
Revised / complete at least 20 CADP in strategically selected districts of Tongatapu Bring quality into the CADP in terms items included following the above discussion	MORDI TT /20 Communities	10/2020
FFS to be established Together with 20 CADPs, at least 5 FFS to be established as an extension tool with technical assistance from FAO	MORDI TT /20 Communities	10/2020
Complete 10 sub-projects on the basis of revised CADP Design these subprojects with quality to be introduced to the sub-project approval pipeline	MORDI TT/10 Communities	11/2020
Reporting on the local institutions' analysis Prior to MTR, prepare and share with IFAD a consolidated report describing the: (i) local institutions', namely community committees, village councils, town councils and district councils analysis undertaken by the PMU in coordination with MIA, (ii) accountability systems in place, (iii) level of readiness to manage and maintain sub-projects, (iv) outstanding issues (if any), and (v) remedial actions to be addressed by the PMU	PMU, Comp. 1 Coordinator	12/2020

Reporting on TOs, DOs, CFs delivery preparedness Prior to MTR, prepare and share with IFAD a consolidated report on: (i) training outcomes, with the objective of providing the status on delivery preparedness of TOs, DOs, CFs, (ii) outstanding capacity issues (if any), and (iii) remedial actions that have been or still need to be addressed by the PMU.	PMU, Comp. 1 Coordinator	12/2020
TRIP II implementable sub-projects based on CDPs Prioritize and prepare a minimum of 10 high-quality sub-projects using the already prepared CDPs for selected district of Tongatapu and Eua Islands, for submission to the project approval and implementation pipeline	PMU, Comp. 1 Coordinator	12/2020

E. Project implementation

a. Development Effectiveness

Effectiveness and Developmental Focus

Effectiveness	Rating: 3	Previous rating: 4
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Justification of rating

Implementation is significantly delayed, affecting output delivery, and potential future risk for outcomes and impact attainment. Under Component 1, while the number of trainings for TOs, DOs and CFs are in line with targets, their effectiveness remains uncertain. The community engagement of 10% of total population could preclude the project from identifying relevant priorities to the wider community. The linkages between CDP and CADP are not clear. CADPs have not been able to respond to climate issues. A feedback mechanism from beneficiaries appears absent. While there were efforts in establishing and reactivating Village Councils and Sub-Committees, there still appears a need to strengthen these local bodies, hence precluding the project from entering in its Implementation Phase.

Log-Frame Analysis & Main Issues of Effectiveness

The mission observed that the project is currently experiencing difficulties to be on-track to deliver on its targeted outputs in Component 1 and Component 2 as presented in the log-frame. During the latter part of 2019 and just before COVID-19 lockdown, TRIP II started forming community committees in strategic sectors such as Agriculture Committee, Water committee etc. who would take the governance role in the CDP and CADP implementation once it starts. Although the output related delivery was not undertaken, these community preparations and the revisions of CDPs are important basis for output delivery in the next two years. With this community preparedness, it is expected that the project would start formulating quality sub-projects and then economic livelihood grants in the 4th quarter of 2020 and enter them into the project approval pipeline.

The project has completed the training of 76 female and 76 male CFs, 97 TOs and 16 DOs. In order to deliver outputs, the project should complete all the remaining training for these officers and facilitators by the end of 2020 to enter a few sub-projects from selected districts to the approval pipeline. In addition, the project has completed the revision and formulation of 106 CDPs as reported by the PMU at the time of mission. The project clarified that there were no new CDPs to be formulated in TRIP II and thus, it was proposed to revise the descriptor of the indicator for this activity to read as "Number of CDPs revised". Considering that the project is almost halfway of the current implementation period, it would be important to set the targets for results monitoring and reporting at output level which were not available at the time of mission.

Project delivery has also been constrained by staff turnover with the PMU losing officers during 2019-2020. The M&E process and knowledge management which are increasingly becoming important towards the project mid-term has mostly suffered from this issue. This is also affecting the effectiveness since there is no system to track the input delivery against targets, flag important bottlenecks and assess whether the project is on track in achieving outputs. It is essential that the issue of staffing is resolved before the project reaches mid-term.

The project effectiveness is also affected by the lack of innovation. As observed by the last mission, private farms, community farms and government did not demonstrate innovations. As such external partners with innovative ideas required to be consulted and continued to be linked up.

Agreed Action	Responsibility	Agreed Date
Training for TOs and DOs Complete the training that is required to formulate quality CADPs	PMU	08/2020
Entry of subproject to project approval pipeline Formulate 5 subproject and start entering them into the approval pipeline	PMU	12/2020

Development Focus

Targeting and Outreach

Rating: 4

Previous rating: 5

Justification of rating

The project has been following the targeting strategy as per design, applying geographic targeting, direct targeting and self-targeting. The project aims to cover 122 isolated and marginalized communities in Tonga's five main islands groups, excluding communities that are either urban or too small. Targeted communities have: (1) high vulnerability to the impact of climate change and natural disasters; (2) poor access to all types of services; (3) high levels of poverty; and (4) limited market outlets for rural produce.

Main issues

Component 1 ensures an inclusive planning process for the preparation of CDPs which involve 80% of the adults, of which 50% should be women. Component 2 activities are implemented in project areas already covered by TRIP I and includes specific principles of self-targeting, identifying priorities and technical solutions for the most vulnerable families, women and youth. It should be recalled that at the design stage, elite capture was not considered with only 1% of agricultural producers being commercial.

Taking the targeting strategy of TRIP II, namely geographic targeting to focus on poor islands, and self-targeting for the second component, a key element remains the implementation of an effective M&E system able to track the progress of project activities with disaggregated indicators by gender and age. This is where PMU is requested to draw its attention. It is imperative that by the time of the MTR the recommendations made by this review mission is duly completed.

Agreed Action	Responsibility	Agreed Date
Targeting and outreach Since DOs and TOs are involved in ensuring targeting, their capacity and skill set should be improved to identify the livelihood opportunities in CADPs and mobilise the community to take them up.	MORDI TT	04/2019
Disaggregated data by sex and age The M&E system should capture the sex and age disaggregated data to demonstrate effective targeting.	M&E team	08/2020

Gender equality & women's participation

Rating: 4

Previous rating: 4

Justification of rating

51. TRIP II has made some efforts in outreach to women. Further, the project is implementing women specific activities including home gardens and handicraft weaving. The mission however notes the need for a clear road map with due responsibilities and timelines for achieving gender equality and social inclusion as recommended by the previous mission, which is reiterated as a pending agreed action. While all PMU staff and project implementers are expected to mainstream gender, youth and social inclusion, currently there is no dedicated gender focal point attached to TRIP II.

Main issues

The design of TRIP II envisioned that women would be supported to fully take part in the community planning process ensuring that the sub-projects selected reflects their priorities. To this end, project has key activities that address women's practical needs. Such activities include centres /weaving sheds for handicrafts; homestead gardens and improved access to water. The mission learnt that women in 'Eau were unable to consistently use the multi-purpose hall built in TRIP I for

their handicraft weaving due to clash in meetings held in the hall. Meetings held at the hall generates income for the community council and while women are allowed to weave in the hall, it is more convenient for them to establish their own weaving shed to avoid moving their weaving material too often. As such, a weaving hall remains the number one priority need for women. The COVID-19 restrictions have further affected the handicraft business.

Available data on people reached by the project shows almost equal numbers of women and men. Women are equally represented in various committees. It is however important to track the quality of women's participation in the project ensuring economic benefits, meaningful participation in decision making and reducing their workload. At design, it was envisioned that TRIP II would collaborate with MIA to support women as leaders based on learning from policy interventions. TRIP II is encouraged to adopt a two-pronged approach that addresses women specific issues, at the same time advancing gender equality - while progressively aiming to transform gender relations. This approach should be elaborated in the planned gender and social inclusion action plan. Such an approach aligns with Tonga's commitment to gender equality and women's empowerment at national, regional and international levels. At national level, *Tonga's Strategic Development Framework 2015–2025* (TSDF II), National Outcome 3 aims for 'a more inclusive, sustainable and empowering human development with gender equality', and the *National Women's Empowerment And Gender Equality Tonga Policy And Strategic Plan Of Action 2019–2025* highlights key gender issues and national commitments to achieving gender equality. To support implementation of the gender and social inclusion action plan, gender training will be conducted for PMU staff as well other project implementers.

The mission notes that while data shows relatively high numbers of youth reached through the project, they are targeted as a general population and there is no deliberate outreach to youth or specific activities to address youth issues. It was agreed that the Gender and Social Inclusion action plan will identify youth specific issues and design means of addressing them. Key youth related issues highlighted in the National Youth strategy include; Employment Creation, skills development, healthy living, Community Service as well as participation and advocacy.

Developing a Gender and Social Inclusion action plan will be a consultative process involving key implementers across all components. A guiding template has been provided as an annex. While all PMU staff and project implementers are expected to mainstream gender, youth and social inclusion in their day to day work, there is a need for a gender focal person to coordinate gender related activities and reporting. Generic terms of reference for a Gender Focal Person (to be customized for TRIP II) are annexed to this report.

Agreed Action	Responsibility	Agreed Date
Gender strategy Project is to prepare a gender action plan. In the preparation, IFAD Gender Guide and the checklist can be used. Gender Focal Points appointed for the project should be trained on IFAD requirement in rolling out the gender action plan.	MORDI TT	04/2019
Develop Gender and Social Inclusion Action Plan Through a consultative process with key implementers, develop a gender and social inclusion action plan with due activities, indicators, responsibilities deadlines etc.	PMU Consultant	08/2020

Agricultural Productivity

Rating: 3

Previous rating: 3

Justification of rating

The productivity of home garden agriculture and cropping in tax allotments have remained as observed during the last supervision mission. Although productivity has not been systematically assessed by the remote mission, the collected information, progress and activity reports, household survey and the mission interviews revealed that planning exercises were undertaken during 2019-2020 but project interventions have not yet included implementation of activities that could contribute to productivity growth.

Main issues

There is a good potential to achieve agricultural productivity as observed by the information collected for the CADP process. This includes soil type, water, less intensity of cultivation thereby low nutrient depletion etc. However, in order to reach the potential, significant improvement should be brought about in terms of land preparation, soil enrichment, effective irrigation, increased land use efficiency etc. Limited mechanization in land preparation, and harvesting crops like Kava is required to enhance the efficiency. Despite some recommendations made by the last mission, TRIP II is still to populate these practices in the communities.

The mission also noted that the CADPs have focused more on the community demands rather than addressing the

potential that exist to improve the productivity in the home gardens, tax allotments and agro-forestry systems, and also in the livestock systems. Such analysis should be included and the recommended best practices that can respond to such analyses in terms of productivity improvement should be included into the CADPs and the sub-projects that would be formulated. Some practices could be very simple changes to the crop such as pruning (coffee, vanilla, breadfruit etc.), and others could be soil management as highlighted above. It is worth exploring the support from external partners as listed above for such analyses. Most of the potential best practices have been discussed under component 2.2 and should be included into the planning process.

Nutrition	Rating:	
Adaptation to Climate Change	Rating: 4	Previous rating: 4

Justification of rating

The project could witness the adaptation to climate change in both agriculture and non-agriculture sectors only if TRIP II could deliver related outputs such as resilient and climate adapted agriculture systems, community infrastructures. In the agriculture systems, these could include soil conservation, land preparation, soil nutrient management, simple irrigation techniques, intensive agriculture, multi-story agroforestry etc. In the community infrastructure, climate resilience would be brought about by built in resistance to wind, intensified rainfall etc. These are still to be supported by TRIP II. Some of the TRIP I structures such as cyclone centers show resistance. It is therefore anticipated and recommended that the features would be included in TRIP II output as well.

b. Sustainability and Scaling up

Institutions and Policy Engagement	Rating: 4	Previous rating: 4
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Justification of rating

Evidence collected from the field has confirmed the increased capacity of local communities to engage in local planning processes, and strengthened local governance through the establishment and or strengthening of Village Councils and Sub-Committees. Beneficiaries' participation in CDP formulations, currently adopted by Government to support a national-level water programme, attests to TRIP II's efforts towards enhancing vulnerable communities' participation and contribution in policy processes.

Partnership-building	Rating: 4	Previous rating: 5
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Justification of rating

Aside from MORDI, which is providing TRIP II implementation services to Government, the key service providers that the project has used during 2019 – 2020 are the local TOs and DOs. Their role as governed by an MOU between MORDI and MIA is to support targeted communities by strengthening the community planning process. Since 40% of the TOs and DOs were elected in August 2019, it is too early to assess the responsiveness of this cohort. Overall, but especially for newly elected personnel, TOs and DOs will require additional training to enhance their management and technical capacity. It is expected that the service provision from TOs and DOs will include active roles in supporting community formulation of subprojects, for both component 1 and 2. With respect to MAFF, the provision of technical knowledge and training, and the implementation of demonstrations to improve farm productivity including resilient practices is limited mostly to the main island, Tongatapu. MAFF depends largely on the Community Facilitators to provide extension services to the communities.

Main issues

The capacity of the TOs and DOs needs to be enhanced (beyond just community organising) if TRIP II is to rely on them as service providers. The range of knowledge of these officers, as assessed by the mission, is limited to community interaction rather than bringing in ideas for investments in component 1 and particularly component 2. Some level of technical training is therefore essential. The contents of the training should include (i) setting of overall community outcome targets (such as clean water, and resilience and sustainable economic livelihood); (ii) understanding of the list of economic / livelihood opportunities that prevail or can be initiated in each community; (iii) basic financial literacy and record keeping skills (community meeting minutes and maintaining all documents relating to community activities); and (iv) maintaining a filing facility of essential documentation regarding the community planning and implementation of CDPs and CADPs. Extension and training is expected from MAFF for component 2. However, MAFF faces limitations in technical delivery particularly since a very limited number of staff is stationed in outer islands. This further increases the need and importance of increasing the capacity of TOs and DOs by TRIP II.

Human and Social Capital and Empowerment	Rating: 3	Previous rating: 4
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Justification of rating

TRIP II theory of change identifies the need to enhance community capacity as a means to achieve sustainable livelihoods for vulnerable households, TRIP II aims to empower local communities and increase their capacity to plan, implement and manage sub-projects. This is fully aligned with Government's development strategy that recognizes the need to increase the level of ownership of development interventions, enhance the effectiveness of public expenditure and achieve a more inclusive and sustainable development. In particular, MIA has shown its full commitment in supporting TRIP II whose approach fits well in the framework of GOT's ongoing administrative reform geared to enhance the levels of accountability of civil servants providing trainings to its newly elected TOs.

Main issues

Ensuring access to infrastructure and services in a country with high population dispersion across small islands is challenging and has high transaction costs. GOT's capacity to reach out to local communities need to have a dual approach which should combine the strengthening of GOT's delivery services with the strengthening of communities' self-reliance and resilience to external shocks.

MORDI design identifies a logical sequence between the two components with investments in community infrastructures paving the way for sustainable economic livelihoods. The participatory processes followed by CDPs and CADPs enable the collective decisions in identifying development priorities. Not surprisingly, several communities have identified the need of community halls, a physical space which will strengthen even further the existing social capital and the cohesion of rural communities.

Further improvement will be achieved when the implementation of the two project components will be strengthened and better coordinated. The field assessment has shown that technical training given to communities on home gardens, agro-forestry and food processing is insufficient.

Quality of Project Target Group Engagement and Feedback	Rating:	
Responsiveness of Service Providers	Rating: 3	Previous rating: 4

Justification of rating

The service providers that the project has used during 2019 – 2020 was the TOs and DOs of the community. They report to the MIA, but TRIP II could use their service to mobilise the community. Since most of the TOs and DOs are elected only in August 2019, the level and the quality of service provision that is expected from them for TRIP II is limited. Instead, the TRIP II has to invest resource for TOs and DOs induction and training. It is expected that the service provision of TOs and DOs will be improved during the 4th quarter of 2020 to formulate subprojects for both component 1 and 2. During the period of assessment of this mission, project was not in an advantaged position in terms of obtaining services from these officers.

Main issues

The capacity of the TOs and DOs needs to be enhanced if TRIP II wants to use them as service providers for intended TRIP II work. The range of knowledge as assessed by the mission (in-country consultant) of these officers is limited to community interaction rather than bringing in ideas for investments in component 1 and particularly component 2. Some level of technical training is therefore essential for them. Since the TOs and DOs were elected in August 2019 and will continue until the end of TRIP II, it is worthwhile to invest in their capacity building. Further technical assistance for component 2 is expected from MAFF in terms of extension and training. MAFF also faces limitations in technical delivery and this issue is exacerbated due to the fact that MAFF has very limited staff stationed in outer islands. This further increases the need and importance of increasing the capacity of TOs and DOs by TRIP II. For this purpose, it is recommended that TRIP II should use the partners such as FAO, University of the Sunshine Coast, the private sector like Nishi Trading, who are available in the country for technical training and capacity building.

Agreed Action	Responsibility	Agreed Date
Provision of Service providers New service providers in the areas of outcome-based community planning and providing new technologies and innovation should be provided to the project	MORDI TT	04/2019
Training of TOs and DOs TOs and DOs of C 1 and C 2 communities should be trained in at least simple aspects of resilient agriculture and community infrastructure	PMU	12/2020

Environment and Natural Resource Management

Rating: 4

Previous rating: 4

Justification of rating

CADP process has not started to assess the activities which have adaptation to climate change and natural resource management. However, the recommended practices of land preparation, crop rotations with legumes, and soil enrichment and conservation would help improving natural resource management. TRIP II was recommended to adopt some of the land management practices which would have contributed to natural resource management. Since these were not in place, the contribution cannot be assessed. In the CDP process too, community infrastructure such as cyclone centers etc. has not been constructed under TRIP II. The evidence shown in TRIP I however suggested that these structures are suitable for climate adaptation. Moderately satisfactory rating here reflects the default rating when a measure is not yet applicable; and will be assessed at next mission.

Exit Strategy

Rating: 4

Previous rating: 4

Justification of rating

A project-wide exit strategy has not been developed yet; however, ownership by communities and commitment by Government is evident. While no tangible investments have been carried out during the period under review to assess beneficiary ownership, the Supervision Mission notes great efforts undertaken by MIA and the PMU in strengthening local institutions, with a view to ensuring their future ownership over investments, and management (O&M).

Agreed Action	Responsibility	Agreed Date
Exit Strategy Prior to Mid-Term Review, prepare the Project Exit Strategy	PMU	09/2020

Potential for Scaling-up

Rating: 4

Previous rating: 4

Justification of rating

The Government has already taken up key priorities identified by CDPs (water availability). Hence, TRIP II has contributed towards the elaboration of the national-level water programme, which foresees the financing and dissemination of more than 5,000 water systems across all of Tonga. At community level, meetings with beneficiaries in 'Eua island highlighted their high level of confidence to develop CDPs in the future, seen as key planning and resource mobilization tools.

c. Project Management

Quality of Project Management

Rating: 4

Previous rating: 3

Justification of rating

As of 30 April 2020, cumulative expenditures attributed to IFAD financing were US\$ 816,114 or 69% of the total component financing allocated by IFAD. No government or beneficiary financing has been captured in the financial records. The PMU has shown proactive approach in coordinating the different elements of the project, including engaging with key development partners to leverage additional resources. However, the PMU suffers from human resourcing challenges and the mission understands, has not updated the Project Implementation Manual as agreed during the previous IFAD supervision mission. Submission of the 2019-2020 AWPB was behind schedule; and the 2020-2021 AWPB

is not yet submitted in spite of being due 60 days before the beginning of the fiscal year.

Main issues

With regards to human resources, the PMU's effectiveness continues to be constrained by the high turnover of staff; and responsibilities are often redistributed among existing personnel. At one stage there were 14 unfilled positions last year at the PMU, thus presenting a significant problem to the project. To ensure a more adequate recruitment of staff, a simpler recruitment process was adopted, while still ensuring that staff have relevant qualifications and experience. The mission was informed that 8 of these vacancies have been filled and that 6 positions remain vacant. It was also confirmed by the PMU that recruitment process for the two vacant position have already been undertaken. However, the four technical vacancies have faced with difficulties to find competent applicants and thus will be outsourced to private sector service providers. Job descriptions for both existing and new staff needs to be reviewed to ensure clarity of individual targets and deliverables in the remaining project period. The project will hire an administrator as soon as possible

It was noted that staff Annual Review for 2019 was not undertaken given the importance of providing an effective feedback to current staff on their performance, Staff Annual Review should be undertaken on an annual basis to ensure that staff performance is adequately assessed. There were instances when staff was not able to undertake this task as they were travelling to the field. However, every effort must be taken to ensure that the staff annual review is adequately undertaken.

At the PMU level, knowledge of project processes and operating procedures keep changing due to high turnover of staff. A staff consultant recruited after the last supervision mission expressed the need for a uniform project orientation and regular meetings involving both PMU and MIA level staff. The PMU is advised to conduct regular general staff meetings to review targets, processes and procedures for the project period. The PMU informed the mission that it conducts regular general staff meetings to facilitate smooth functioning Job descriptions for both existing and new staff needs to be reviewed and fine tuning to ensure clarity of individual targets and deliverables in the remaining project period.

Agreed Action	Responsibility	Agreed Date
Adopt an attractive recruitment system to retained new staff recruited To adopt an attractive recruitment system to retained new staff recruited	PMU	07/2020
Staff Annual Review to be Undertaken Staff Annual Review to be Undertaken	PMU	07/2020
Conduct a unified orientation to all project staff (PMU,MIA) Conduct a unified orientation to all project staff (PMU,MIA) to reflect changes in the project logframe and strategies	PMU	07/2020

Knowledge Management

Rating: 4

Previous rating: 3

Justification of rating

The KM strategy has not been elaborated for TRIP II. The importance of KM should be well understood across the PMU as well as across field presence (DOs, TOs, CFs). To-date, TRIP II has apparently not generated lessons learned based on scaling up potential, innovations, or success stories. Despite the multitude of soft activities carried out on the ground, the PMU has decided to wait for sub-projects implementation before elaborating success stories. The Supervision Mission Team would encourage, however, to document community engagement experiences generated so far, with a view to highlighting TRIP II's emphasis on inclusiveness, gender and youth focus, among others – and emphasise other key messages based on the KM Plan to be developed in coordination with the PMU and Project Manager. TRIP II participates actively in knowledge sharing events in-country and with external partners such as those funded by IFAD grants to CTA and PIFON, as well as UN events.

Main issues

The supervision team reviewed the MORDI Communication Strategy (2018-2020). Building on this, the KM Strategy for TRIP II may identify actions to raise awareness around the Project (including the development and dissemination of a dedicated project logo). Among its external target audience, it may be recommendable to include project partners and additional co-financiers (some of which may currently be availing of work undertaken under TRIP II, as was evident during supervision mission discussions and from photographic material received). As part of its external communication strategy, related to M&E, the plan should foresee the set-up of feedback mechanisms between the field (beneficiaries) and the

PMU.

As part of its internal communication plan, it is advisable that the system is set up with a view to generating the needed knowledge and know-how that can be used to: improve project performance and impact; reflect on innovation and experimentation; support efforts to scale up or replicate successes; provide an evidence base for policy engagement; and generate lessons that can be documented and shared within the project and with wider audiences

With regards to the PIM, the first and last revision was made in January 2019. This may reflect the fact that no additional experience and knowledge has been captured during the implementation period, or across the new communities. The absence of a dedicated M&E and KM Coordinator, lack of an M&E system in use, may explain some of the current lags observed in availing of M&E and KM as a management tool in support to learning and adaptation during implementation.

As noted already, it appears that a feedback mechanism (highly recommended given the community engagement emphasis of TRIP II) is not in place. This would support the PMU to better respond to beneficiaries' views, overseeing field staff's performance and support to beneficiaries, and enable project management to be anonymously informed on beneficiaries' level of satisfaction, issues that may arise at field level, and on the need to re-orient implementation under certain circumstance that may arise. For instance, discussions with TRIP II project beneficiaries in 'Eua island showed that *women had expressed weaving facilities as key priority, and were currently unable to use the multi-purpose hall built through TRIP II.*

Agreed Action	Responsibility	Agreed Date
KM Strategy Prior to Mid-Term Review, prepare the KM Strategy	PMU	09/2020
Feedback mechanism Establish a feedback mechanism across project areas	PMU	09/2020
Success stories and lessons learned Document success stories and reflect lessons learned into the PIM	PMU	12/2020

Value for Money

Rating: 3

Previous rating: 4

Justification of rating

The AWPB 2019-2020 showed that TRIP II has invested disproportionately high amount of funds for training and induction of DOs and TOs & Communities, comparing to other activities – it is 286% of the total AWPB allocation for this activity under component 1 and 1165% of component 2. There are no evaluation records of training to assess their effectiveness and thus the value. The expenditure for output delivery is seriously lagging behind and as such is the rating. While the community preparedness and community governance structures are essential for project implementation, the project kept the expenditure of the output 1.1 at 22% and output 2.1 at 35% of AWPB allocation, and thus the value is rated at 3. Further, it is important to maintain a strategic balance in the expenditure.

Main issues

TRIP II expenditure at present is highly skewed as mentioned above on community preparedness. It can be expected that if the project is able to elaborate the CDPs with TRIP II experience and formulate sound sub-projects, and if they receive government approval, then there is value for the money spent on making the community prepare for the activities. While appreciating the community preparedness and CDP revision process, and the CDPs having the potential to be used by the government and also by several other donors, the value is visible in measurable terms only when the project partners and other donors start expending funds on implementing community plans. At present, neither the project nor any other investor including the government has approved sub-projects that are ready for implementation and could be attributed to the investment that TRIP II has made so far. However, at the pre-wrap-up meeting of 9 July, the mission was informed that 42 sub-projects have been prepared. According to the PMU: for 'Eua, 42 sub-projects have been prepared (15 water, 26 cluster farm and 1 hall renovation projects) for total cost of T\$2.1 million (TRIP II 16%, Government 13% and community contributions 71%). For Lapaha District, 15 sub-projects (10 water and 5 cluster farm projects) will amount to an estimated T\$2.1 million (TRIP II 19%, Government 13% and 68% communities' contributions). As the mission has not been provided this information in advance, and has not received the details of these sub-projects or the sub-project proposals, it is unable to comment on these subproposals and the value that these would have generated. As such, it is imperative that TRIP II should enter these implementable sub-projects into the approval pipeline and keep them ready for implementation and also for MTR mission to observe. In addition, TRIP II also should get firm commitments from other donors for such development activities that would use community preparedness as a platform for investment.

TRIP II has implemented several training sessions for community-based officers. However, there is no information available for the mission to assess the quality and the value of such training in terms of their acquired knowledge and the capacity to work as master trainers etc. As such, the assessment of value for money invested in training cannot at present be conducted.

Coherence between AWPB and Implementation	Rating: 3	Previous rating: 3
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Justification of rating

In terms of the year 2019-2020 AWPB, the total expenditure as of April 2020 was 12%. This compares poorly with the expenditure against the AWPB of 2018-2019 standing at 45% as at May 2019. This was mainly because of high expenditure of training and almost no expenditure on actual development work. However, the mission has hardly any verifiable information to assess the quality of such training programmes and comment on the value of them.

AWPB Inputs and Outputs Review and Implementation Progress

As the last mission observed, the quality of the AWPB and the planning depends on the ability to plan in a collaborative manner, as realistically as possible, and foreseeing the delivery capacities of the project. Given the geographical nature of a small island state this forecasting is not always feasible and accurate. The project also required service providers uninterrupted expected support to deliver the planned budget. TRIP II experienced difficulties in these two aspects. However, the concern is that the trend has reversed in comparison to the previous mission review. The disbursement progress of the current AWPB as at April 2020, about 70% of the time laps in the financial year, varies from 78% for output 1.1 (community development plans); 0% for output 1.2 (Resilient Community Infrastructure based on CDPs); 94% for output 2.1 (Community Agriculture Development Plans); 1% for output 2.2 (Improved practices for increased climate resilience of agro-forestry systems on households' tax allotments and pilots); 0% for output 2.3 (Improved practices for increased climate resilience of homestead gardens and pilots); 11% for output 2.4 (Improved agro-forestry-based production and processing centres for handicrafts and pilots); and 18% for output 3.1 (investment cost in project management); to 43% for output 3.2 (salaries and operation cost). This indicates that the planning has not been realistic and decreased in quality in comparison to that of the previous year. It also provides evidence at least partly that budget expectation is not in line with the capacity and the effectiveness of the project delivery system, even after giving an allowance for the disasters that the project experienced. As such, it is essential that the delivery system of outputs of project activities has to be expedited.

Performance of M&E System	Rating: 3	Previous rating: 3
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Justification of rating

The current M&E system captures information at activity and output level, which were collected, reported and consolidated periodically by the CFs, TOs, and DOs; analysed by the PMU using KoBo Toolbox and transformed into semi-annual and annual progress reports for endorsement by the MORDI TT prior to periodic sharing and submission to the government and IFAD. The systematic use of the M&E manual should be strengthened while the M&E plan could be improved. The roles and responsibilities of the project M&E team should also be revisited.

M&E System Review

As reported by the project, although output 1.2 has no results achieved so far, preparatory works like household level surveys and geo-location are already underway in Tongatapu and 'Eua. It is imperative that the project starts integrating the monitoring plan for these activities in the M&E plan considering the complexities of activities and to ensure coherence in data collection, monitoring and reporting.

Timeliness of reporting and quality of data from all trainings (TOs, DOs, and CFs) and reports submitted to the project remains a challenge. The project in collaboration with MIA should continue to invest in building the capacity of DOs, TOs and CFs through dedicated training on data collection, recording, monitoring and reporting, and on systematically following the formats and templates from the M&E manual. The M&E team together with the component coordinators should also revisit the formats and templates in the M&E manual and simplify if needed to facilitate data processing.

The M&E plan developed by the project in 2018 was subsequently revised and shows the monitoring plan and the related methodologies, frequency of reporting, and accountability for data collection, analysis and reporting on M&E activities. However, the M&E plan has primarily focused on the activity level and a few on input and outcome level activities. The budget envisaged at design for selected surveys like baseline and endline including special studies and impact studies were not presented in the M&E plan. The project would benefit from a comprehensive and improved M&E plan by including the monitoring approach for all indicators at output and outcome level including the allocated budget for surveys and studies.

The TRIP II M&E system remains in its early stage of development. It has not yet capitalized from its strengthened M&E team which now includes the KM & CCDRM Coordinator. The project tried to apply guidelines from its M&E manual, but

the reports and data continue to come in different formats and delays remain an issue. The M&E activities (and KM) and associated lessons are currently weak in informing how to improve and adapt the implementation course of action.

The implementation of TRIP II M&E activities are currently embedded with KM activities as envisaged in the project design. Similarly, the M&E staff functions were also integrated with KM and CCDRM functions. As such, the project M&E and KM is perceived as unified activities and functions and as a team responsibility where everyone is expected to contribute. The project design has allocated some budget only for selected M&E activities like baseline and endline surveys as well as special studies and impact studies. There was no specific budget for capacity building of M&E staff, Component Coordinators, DOs, TOs and CFs on data collection, recording and reporting; and for data validation and verification exercises in the field. It may be worthwhile to revisit the project budget and earmark funds for these activities as the project approaches mid-term where M&E becomes crucial for activity planning, monitoring and reporting towards achieving the project objectives.

Agreed Action	Responsibility	Agreed Date
Revisit the M&E team TORs and assign a fully dedicated staff to M&E functions Review the TORs of KM & CCDRM Coordinator, KM Advisor, and two KM Coordinators aiming at segregating M&E and KM functions, and to assign a fully dedicated staff to perform M&E functions	PMU	09/2020
Enhance capacity of M&E team Training for the M&E team on data monitoring, analysis, reporting and validation.	PMU	10/2020
Enhance capacity building initiatives for DOs, TOs and CFs Conduct a dedicated training for DOs, TOs and CFs on data collection, recording and reporting following the prescribed formats and templates in the M&E manual	PMU and MIA	11/2020
Revision of M&E plan Revise the M&E plan to include the monitoring approach for all indicators at output and outcome level including the related budget for implementing the activities	M&E team	12/2020

Requirements of Social, Environmental and Climate Assessment Procedures (SECAP)

Rating:

Previous rating: 4

SECAP Review

The community facilitators and community committees (water committee and agriculture committee etc.) are encouraged to bring forward any grievances that they experience in relation to project activities. The expectation in the community auditing through this process will provide additional support to bring about any issues related to social interactions. These then could be resolved with no delay. Management will address grievances related to Project performance, as soon as possible to resolve the problem.

A gender sensitive and inclusive social impact assessment is undertaken when preparing CDPs and CADPs. Likewise, it is expected that the development of the Community Agriculture / enterprise Development Plan and related sub-projects are based on social aspects of the community and environmental and climate assessment. Government institutions and other development partners use both the CDP and the sub-projects for investment. The mission observes that that these measures are very robust tools to address both environmental and social issues as well as climate smart solution for both social infrastructure and livelihood commercial agriculture support.

d. Financial Management & Execution

Acceptable Disbursement Rate

Rating: 6.0

Previous rating: 6

Justification of rating

Automated rating based on IFAD disbursement data

Main issues

The project has completed its 2nd year of implementation. IFAD has disbursed US\$ 1.19 million, a disbursement rate or 40% of IFAD financing. This includes the initial advance of SDR 0.48 million (US\$ 675,000) on top of expenditures of US\$ 517,428 stated in Withdrawal Applications 2 and 3 in May 2019. The 4th withdrawal request (covering expenditure of US\$ 546,932 from April 2019 to February 2020) was submitted to IFAD in April 2020, almost a year from the previous submission. Following IFAD's review, a modified WA was resubmitted; and funds were released by IFAD in the 2nd week of June.

Main issues

In spite of the advice and agreement in the last supervision mission in April 2019, the project has not complied with provision 7 of the Letter to the Borrower/Recipient dated 25 April 2018 for submission of WA every 90 days or when the project expenditure reached 30% of the authorized advance. The Project experienced cash flow problem with low balance of funds of TOP31,126 (USD13,772) as of end of April 2020.

Agreed Action	Responsibility	Agreed Date
Regular submission of WA within 90 days of the last advance date or 30% of the advance balance Regular submission of WA within 90 days of the last advance date or 30% of the advance balance	MORDI/PMU	

Fiduciary aspects

Quality of Financial Management

Rating: 3

Previous rating: 3

Justification of rating

The FM needs significant improvements. A permanent Administrator and Senior Finance Officer have yet to be recruited. MYOB accounting system has been updated but needs to fully utilize in terms budget monitoring and automatic production of financial reports. Internal audit has not been in place. Withdrawal applications and maintenance of designated account. The Project is submitting semi-annual progress report and included in it are financial data. In line with provision in the Letter to the Borrower/Recipient, interim semi-annual financial report should be submitted separately to IFAD 45 days after end of the period.

Main issues

- Staffing:** Key positions for finance, procurement and administration has to complete with recruitment of one permanent Administrator (as of now this position is vacant with the completion of assignment of the short-term Administrator). The mission agreed with the PMU for additional staff of Senior Finance Officer to focus on detailed review of voucher documentation and assist in preparation of AWPB, WA/SOEs, training and supervising of staff. The finance and administration of the Project is managed by the Chief Operating Officer- Administrative and Finance (COO AF). The mission noted that the COO-AF covered both MORDI TT and the Project. The Finance Officer with some basic finance qualifications assists the COO-AF but inadequately in respect to tasks provided in her TOR. In line with the TOR, the FO should be given more responsibility to include preparation of vouchers in MYOB, assisting in review of supporting documents for payments, monitoring of AWPB and handling of petty cash fund. The Administrator who was hired in August 2018, quit the job last January 2019. It is recommended that a permanent Administrator and Senior Finance Officer are to be recruited to strengthen internal control in finance and improve performance. For check and balance, the Procurement Officer should report to the Administrator rather than COO AF. The COO AF reports to the Chief Executive Officer (CEO) of MORDI TT who is also acts as the Project Manager.
- Budgeting:** The Annual Work Plan and Budget for July 2019 to June 2020 amounts to US\$ 2.91 million in total. This budget was prepared on the assumption that it will receive the additional IFAD financing of US\$ 4.5 million to cover the TRIP II funding gap as reflected in the design report. The mission advised to correct the budget amounts based on funds available under the signed Financing Agreement of about US\$ 3 million, for a more accurate picture of the Project accomplishments against approved categories of expenditure. The Project is awaiting the additional financing of US\$ 4.5 million from IFAD in order to realign fund allocation and projected expenditure. In the meantime, the Project AWPB and PP should reflect the original financing of US\$ 3 million only.
- Accounting Reports:** The MYOB system has been updated lately but not fully utilized to reflect budget and actual expenditure, print vouchers and generate required financial reports. The actual expenditures have not been inputted/monitored in the MYOB system at the disbursement level against each AWPB components/outputs or by category of expenditure. The PMU does not monitor/control each expenditure against AWPB components/outputs

at the time of disbursement. Over expenditure in any component/output or category of expenditure is determined only when financial report is prepared for a given period. Category 2 Equipment and Materials have been overspent by US\$ 42,658 or 52 percent over the approved allocation of US\$ 82,451 (SDR60,000), inclusive of expenditure in this category under WA4. Further, the recurrent costs inclusive of the staff salaries costs under project management was high at 80 percent of the US\$ 0.8 million fund allocation under this category considering that PMU has endeavoured to fully complement staff now in anticipation of the additional financing of US\$ 4.5 million from IFAD. The Project awaits for the IFAD additional financing (financing gap) in order to realign respective budget and expenditure. In case the negotiation with the Government for the additional financing will take a longer period, the mission advised for the Project to request for reallocation of funds to cover the overspending in Category 2 and possibly in other categories, to be sourced from Unallocated Funds with a balance yet of US\$ 300,000.

4. **Flow of Funds:** Funds in the designated and project accounts have been reconciled. The late submission 4th WA caused financial difficulty for the Project where fund balance could not even support the monthly salaries and operations of approximately US\$ 35,000. The mission noted that the timely preparation of WA was an oversight since COO AF has been engrossed in review and processing of payments, training of staff and other tasks that could be delegated to a Senior Finance Officer. The COO AF also is responsible in the other project funds of MORDI TT. The reconciliation of designated account for WA4 showed minor FX exchange differential equivalent to US\$ 401. The mission advised to review the rates used from converting TOP expenditure to US\$ which should be the rate established at the time of each remittance/transfer of funds to the project bank account.
5. **Internal Control:** With the Procurement Officer on board, increase in responsibilities of Finance Officer, recruitment of Administrator and Senior Finance Officer and improved inputs of financial data in the MYOB system, the mission expects the PMU will be able to meet the fiduciary and reporting requirements of the Project such as timely submission of WA and financial report and adequate documents supporting expenditures. The mission advised to engage internal auditor for periodic audit of the project (either private or from the Government).
6. Project expenditure payments are checked, verified and authorized. Supporting documents have been stamped "PAID". Transaction vouchers have yet to be prepared from MYOB rather than in excel. Some vouchers need complete supporting documents such as travel authorization signed by the CEO for Project staff and by the Chairperson of MORDI TT for travel of CEO for attachment to airfare expenditure, training and consultant reports, signed contract, certification of services/works completed. Travel advances are charged as expenditure and included in the SOE. The documents supporting expenditure are submitted later on completion of the travel for attachment to the voucher. The mission advised to park the travel advance as advance rather than charging to expenditure for easy monitoring of unliquidated advance. The travel advance is then cleared upon liquidation with submission of proper documents and expenditure recognized accordingly. The mission noted that some checks are payable to "CASH" rather than specific staff/officer responsible in liquidating advances and completing supporting documents.

Agreed Action	Responsibility	Agreed Date
Submit July 2020-June 2021 AWPB and PP to IFAD Submit July 2020-June 2021 AWPB and PP to IFAD	MORDI TT/PMU	07/2020
Recruit internal auditor to conduct periodic assessment and review of internal control system, procedures and documentation; submit internal audit report to IFAD Recruit internal auditor to conduct periodic assessment and review of internal control system, procedures and documentation; submit internal audit report to IFAD	MORDI TT	09/2020
Complete the appointment of permanent Administrator and Senior Finance Officer Complete the appointment of permanent Administrator and Senior Finance Officer	MORDI TT	09/2020
Submit interim semi-annual financial report regularly 45 days after end of the period. Submit interim semi-annual financial report regularly 45 days after end of the period.	MORDI TT	02/2021
Monitoring of expenditure/disbursement against AWPB and category of expenditure in MYOB system Monitoring of expenditure/disbursement against AWPB and category of expenditure in MYOB system	PMU	

Quality and Timeliness of Audit

Rating: 5

Justification of rating

Audit reports submitted 2 months late, the audit shows quality works with adequate financial reports and management letter. Management letter outlines control issue with LPA's response.

Main issues

although the audit submitted 2 months late, Audit was undertaken with IAS that provide sufficient financial statement and quality of works with management letter that address the control issue with management' response.

Counterparts Funds

Rating: 4

Previous rating: 4

Justification of rating

MORDI TT has not obtained tax exemption for the Project. The Project has to request the Government tax refund. The Project has uncollected taxes of equivalent USD22,201 as of April 2020. The FA provided a USD2.7 million counterpart funding of the government mainly for taxes contribution and salaries of government staff involved in the Project. The salaries have not been accounted yet.

Main issues

The taxes paid have to be refunded by the Government to the Project. The Project has to monitor and include in the financial reports, funding in terms of salaries of government staff involved in the Project and also the beneficiary's contribution in kind. The mission discussed with PMU to have agreement with the Government of the percentage of staff costs at the local and national level for staff involvement in the Project which could be applied as counter funding of the Government to the Project.

Agreed Action	Responsibility	Agreed Date
The Project has to request the Government for the refund of taxes paid from the Project funds.	TRIP II	04/2019
The Project has to request the Government at least quarterly for the refund of taxes paid from the Project funds. The Project has to request the Government at least quarterly for the refund of taxes paid from the Project funds.	MORDI TT	09/2020
Government Staff Salaries and Beneficiary Contributions Enter into agreement with Government for percentage of staff costs at the local and national level for staff involvement with the Project. Monitor and include in the financial reports the Government staff costs as sources and expenditure, as well as the beneficiary contributions	MORDI TT/ PMU	12/2020
Monitor and include in the financial reports the salaries of government staff participating or involved in the Project as well as the beneficiary contributions	TRIP II	

Compliance with Loan Covenants

Rating: 4

Previous rating: 4

Justification of rating

Some loan/grant covenants which affect to project implementation have yet to be complied with.

Main issues

The Project has to recruit a permanent Administrator (additionally, a Senior Finance Officer). The Project needs to monitor and include in the financial reports the information on the government staff salaries involved in the Project. The AWPB, Procurement Plan, WA, Interim Financial Statements and Audit Report should be submitted timely to IFAD in accordance with due dates.

Procurement

Procurement

Rating: 4

Previous rating: 4

Justification of rating

Processes, procedures and systems applied exhibit some gaps and inconsistencies that have limited impact on project implementation and performance. Implementation support is required. However, prompt resolution of issues/constraints is likely.

Procurement Review

The submitted Procurement Plan is uncompleted and does not align with AWPB. No procurement has been undertaken during the review period. One year delayed was encountered in 4 procurements that were agreed in the last review mission due to poor implementation progress in Project's Component 1 and Component 2. No problem was found in contract management and no major procurement issues were found in completed contracts. The Project needs to improve in preparation of Procurement Plan, in invitations for quotations, in evaluation method, in record retention system, and expedite delayed procurement packages. Procurement is expected to accelerate with the implementation of activities in Component 1 and Component 2. The procurement under the Project is rated Moderately Satisfactory.

An updated Procurement Plan was submitted to the Mission. However, quantity of goods/works/services in the updated PP is inconsistent with AWPB, in which allocated budgets for works, equipment & materials and goods services, and consultancies are US\$ 5,053,423, US\$ 582,659, and US\$ 555,364, respectively. PMU needs to revise the PP to include all the Project's proposed, on-going, and implemented contracts.

The agreed actions in relation to procurement in the last supervision missions have been partially implemented. A Procurement Officer, Mr. Lata Faiva'ilo, was recruited and works closely with the Administration and Finance Coordinator, Mr. Lofan Pomana. The procurement of equipment and materials under AWPB 2018 – 2019 was completed in April 2019 and an uncompleted Procurement Plan was submitted. Significant delays have been observed in procurements, including (i) procurement of planters and harvesters; (ii) procurement of compost machines; (iii) procurement of mobile briquette

machines; and (iv) procurement of fencing material for acre mangrove mud crab fettering pen and vertical RAS for on land fettering unit, that were agreed in the last review mission due to delays in social mobilisation processes in Component 1 and Component 2.

By end of April 2020, the Project have procured 3 packages, namely procurement of project vehicles, procurement of IT equipment, and construction of New Eua Community Pack house at Ohonua. These contracts were signed in November 2018 and all of the contracts were completed before the last review mission. Common procurement method is National Shopping (NS). Post-review conducted during the Mission for the procurement of IT equipment showed no major procurement issues. However, there are concerns on the evaluation committee, where the Procurement Officer is not a member, on the use of scoring system in evaluation instead of pass/fail system, and less than 3 vendors participated in NS.

Currently, there is no on-going contracts. No problem was found in management of the completed contracts. Documents of procurement transactions were requested by the Mission. However, PMU was able to provide procurement documents of only one contract out of three contracts during the mission. This showed that the record retention system of PMU is not so good and needs to be improved. PMU was advised that records of all procurement transactions need to be filed and stored and be available on request.

There was no procurement training organised in the review period. The Administration and Finance Coordinator and Procurement Officer reported that currently they do not have difficulties with procurement. The Mission does not foresee staff training needs for the time being, however, training needs will be assessed again in the coming procurement review mission.

Agreed Action	Responsibility	Agreed Date
Procurement plan Submit updated 18-month Procurement Plan to IFAD	MORDI TT/PM	04/2019
Filing systems Store all procurement documents, including advertisements of invitations, bidding documents, RFQs, bids, quotations, bid/quotation evaluation reports, contracts, liquidations, handover documents, and related files, records, and exchange correspondences for each procurement (goods, works and consultancies) from start to end.	Procurement Officer, Administration and Finance Coordinator	07/2020
Procurement Plan Submit a revised updated Procurement Plan to IFAD for No Objection.	Procurement Officer, Administration and Finance Coordinator	08/2020
Expedite Delayed Procurements These procurements are: (i) procurement of planters and harvesters; (ii) procurement of compost machines; (iii) procurement of mobile briquette machines; and (iv) procurement of fencing material for acre mangrove mud crab fettering pen and vertical RAS for on land fettering unit.	Procurement Officer, Administration and Finance Coordinator	12/2020

e. Key SIS Indicators

Likelihood of Achieving the Development Objective	Rating: 3.63	Previous rating: 4.0
Assessment of the Overall Implementation Performance	Rating: 4.0	Previous rating: 4.0

F. Lessons Learned

As indicated during a joint reflection with the Ministry of Internal Affairs, project counterparts acknowledge that changing people and communities' mind-sets is a long-term process and requires continuous dialogue with the communities.

Developing an effective training strategy.

In recognition of the challenging delivery mechanisms in place across 122 communities, and substantial project efforts to strengthen local institutions' capacities, a key message that has emerged from the joint review with government counterparts has been the necessity to identify innovative ways to train communities, sustain knowledge, and ensure more regular updates of CDPs in the future.

Marine Aquaculture

Introduction of marine aquaculture is very important particularly of outer islands. Generally, aquaculture has great potential for generation of foreign exchange for the country. Presently only sea cucumber production is in the process of being developed by a Chinese private company. Beside this initiative, there is no marine aquaculture in Tonga, neither in the sea nor land base RAS despite the huge potential.

Agriculture productivity

Land preparation in conjunction with change of fallow system from grass to legumes are key to increased productivity. The present system is very expensive and limiting crop production to subsistence for the majority of farmers.

Eligibility Support

It is difficult for communities to demand for services if awareness is not present of which activities are eligible for supported by the project. Without a positive list of activities, it appears that activities are similar across the project area and even across years.

Modification to the CDP Process

The CDP process has used the same approach as TRIP I. In order to expand the opportunities for livelihood activities, the project should modify the consultation approach and the scope along with the recommendation.

G. Agreed Actions

Agreed Action	Responsibility	Agreed Date
Overview and Project Progress		
Complete Third and Final Batch 25 CADP Provide training of communities in activities short listed for support	MODI/25 Communities	03/2019
Readiness assessment to be undertaken before starting the CADP Readiness assessment to be undertaken before starting the CADP	MORDI TT Community Mobilisation Teams	04/2019
Positive List for Activities under CADP Prepare the positive list for activities which can be supported under the project	MODI/10 Communities	04/2019
Training of key project staff and gender focal points on results-based planning and readiness assessment Key project staff, including gender focal points, trained on result-based planning methods and "readiness" assessment of the communities for graduation from CDP to CADP.	MORDI TT to commission to external service provider	05/2019

Re-training of DOs and TOs on CDP and CADP process All DOs and TOs (mixed team TRIP 1 and new DOs and TOs) should be re-trained on result-based approach in CDP and CADP process. Trained project staff could conduct this training. Areas of training are specified in the aide memoire.	MORDI TT	05/2019
Complete First Batch 10 CADP Provide training of communities in activities short listed for support	MODI/10 Communities	05/2019
Conduct Demonstrating on improved land preparation Train tractor operators/owners and conduct demonstrations	MODI and CADP	05/2019
Mechanisation of planting and harvesting of root crops Procure xx set of planters and harvesters	MODI and CADP	07/2019
Demonstration on commercial compost making Procure xx set of compost machines,	MODI and CADP	07/2019
Demonstration on urea/DAP/compost briquette making Procure a mobile briquette machines	MODI and CADP	07/2019
Demonstrate the use of urea/DAP/compost briquette Show the effect of conventional fertilization and use of briquettes	MODI and CADP	07/2019
Demonstrations on Fattening of Mud crab Procure a necessary fencing material for a ¼-acre mangrove mud crab-fattening pen and a vertical RAS for on land fattening unit. Procurement of commercial feed should also undertake for demonstration/trial runs for to cycles.	MODI and CADP	07/2019
CADPs fully implemented At least 10 CADPs will be fully implemented in the community	MORDI TT	08/2019
Complete Second Batch of 25 CADP Provide training of communities in activities short listed for support	MODI/25 Communities	12/2019
CDP electronic archiving PMU to archive all available CDPs, and share them with IFAD	PMU	08/2020
Community Engagement (i) Actions will be taken to increase level of representation in community engagement activities and identification of priorities (as well as elaboration of CDPs). (ii) A consolidated report should be shared with IFAD prior to MTR reporting on measures taken to increase community engagement, and confirming feedback mechanisms in place.	PMU, Comp. 1 Coordinator	08/2020

Conduct Demonstrations on improved land preparation, soil management, post-harvest processing Explore the possibility of TO and DO training on these subjects and getting them to train the communities. Try this model in strategically selected districts in Tongatapu and Eua (or Hapaai)	MORDI TT and TO/DO	08/2020
Reporting on CDPs Prior to MTR, prepare and share with IFAD a consolidated report highlighting: (i) climate resilient risks that emerge from CDPs (or review CDPs if these are still not reflected); (ii) how priorities emerged from discussions with women and youth in particular will be tackled/financed through IFAD or other partners; (iii) comprehensive list of identified priorities across target areas, inclusive of partners/financiers (in addition to IFAD).	PMU, Comp. 1 Coordinator	09/2020
Revised / complete at least 20 CADP in strategically selected districts of Tongatapu Bring quality into the CADP in terms items included following the above discussion	MORDI TT /20 Communities	10/2020
FFS to be established Together with 20 CADPs, at least 5 FFS to be established as an extension tool with technical assistance from FAO	MORDI TT /20 Communities	10/2020
Complete 10 sub-projects on the basis of revised CADP Design these subprojects with quality to be introduced to the sub-project approval pipeline	MORDI TT/10 Communities	11/2020
Reporting on the local institutions' analysis Prior to MTR, prepare and share with IFAD a consolidated report describing the: (i) local institutions', namely community committees, village councils, town councils and district councils analysis undertaken by the PMU in coordination with MIA, (ii) accountability systems in place, (iii) level of readiness to manage and maintain sub-projects, (iv) outstanding issues (if any), and (v) remedial actions to be addressed by the PMU	PMU, Comp. 1 Coordinator	12/2020
Reporting on TOs, DOs, CFs delivery preparedness Prior to MTR, prepare and share with IFAD a consolidated report on: (i) training outcomes, with the objective of providing the status on delivery preparedness of TOs, DOs, CFs, (ii) outstanding capacity issues (if any), and (iii) remedial actions that have been or still need to be addressed by the PMU.	PMU, Comp. 1 Coordinator	12/2020
TRIP II implementable sub-projects based on CDPs Prioritize and prepare a minimum of 10 high-quality sub-projects using the already prepared CDPs for selected district of Tongatapu and Eua Islands, for submission to the project approval and implementation pipeline	PMU, Comp. 1 Coordinator	12/2020
Development Effectiveness		

Targeting and outreach Since DOs and TOs are involved in ensuring targeting, their capacity and skill set should be improved to identify the livelihood opportunities in CADPs and mobilise the community to take them up.	MORDI TT	04/2019
Gender strategy Project is to prepare a gender action plan. In the preparation, IFAD Gender Guide and the checklist can be used. Gender Focal Points appointed for the project should be trained on IFAD requirement in rolling out the gender action plan.	MORDI TT	04/2019
Training for TOs and DOs Complete the training that is required to formulate quality CADPs	PMU	08/2020
Disaggregated data by sex and age The M&E system should capture the sex and age disaggregated data to demonstrate effective targeting.	M&E team	08/2020
Develop Gender and Social Inclusion Action Plan Through a consultative process with key implementers, develop a gender and social inclusion action plan with due activities, indicators, responsibilities deadlines etc.	PMU Consultant	08/2020
Entry of subproject to project approval pipeline Formulate 5 subproject and start entering them into the approval pipeline	PMU	12/2020
Sustainability and Scaling up		
Provision of Service providers New service providers in the areas of outcome-based community planning and providing new technologies and innovation should be provided to the project	MORDI TT	04/2019
Exit Strategy Prior to Mid-Term Review, prepare the Project Exit Strategy	PMU	09/2020
Training of TOs and DOs TOs and DOs of C 1 and C 2 communities should be trained in at least simple aspects of resilient agriculture and community infrastructure	PMU	12/2020
Project Management		
Adopt an attractive recruitment system to retained new staff recruited To adopt an attractive recruitment system to retained new staff recruited	PMU	07/2020
Staff Annual Review to be Undertaken Staff Annual Review to be Undertaken	PMU	07/2020

Conduct a unified orientation to all project staff (PMU,MIA) Conduct a unified orientation to all project staff (PMU,MIA) to reflect changes in the project logframe and strategies	PMU	07/2020
KM Strategy Prior to Mid-Term Review, prepare the KM Strategy	PMU	09/2020
Feedback mechanism Establish a feedback mechanism across project areas	PMU	09/2020
Revisit the M&E team TORs and assign a fully dedicated staff to M&E functions Review the TORs of KM & CCDRM Coordinator, KM Advisor, and two KM Coordinators aiming at segregating M&E and KM functions, and to assign a fully dedicated staff to perform M&E functions	PMU	09/2020
Enhance capacity of M&E team Training for the M&E team on data monitoring, analysis, reporting and validation.	PMU	10/2020
Enhance capacity building initiatives for DOs, TOs and CFs Conduct a dedicated training for DOs, TOs and CFs on data collection, recording and reporting following the prescribed formats and templates in the M&E manual	PMU and MIA	11/2020
Success stories and lessons learned Document success stories and reflect lessons learned into the PIM	PMU	12/2020
Revision of M&E plan Revise the M&E plan to include the monitoring approach for all indicators at output and outcome level including the related budget for implementing the activities	M&E team	12/2020
Financial Management & Execution		
Procurement plan Submit updated 18-month Procurement Plan to IFAD	MORDI TT/PM	04/2019
The Project has to request the Government for the refund of taxes paid from the Project funds.	TRIP II	04/2019
Filing systems Store all procurement documents, including advertisements of invitations, bidding documents, RFQs, bids, quotations, bid/quotation evaluation reports, contracts, liquidations, handover documents, and related files, records, and exchange correspondences for each procurement (goods, works and consultancies) from start to end.	Procurement Officer, Administration and Finance Coordinator	07/2020

Submit July 2020-June 2021 AWPB and PP to IFAD Submit July 2020-June 2021 AWPB and PP to IFAD	MORDI TT/PMU	07/2020
Procurement Plan Submit a revised updated Procurement Plan to IFAD for No Objection.	Procurement Officer, Administration and Finance Coordinator	08/2020
Recruit internal auditor to conduct periodic assessment and review of internal control system, procedures and documentation; submit internal audit report to IFAD Recruit internal auditor to conduct periodic assessment and review of internal control system, procedures and documentation; submit internal audit report to IFAD	MORDI TT	09/2020
Complete the appointment of permanent Administrator and Senior Finance Officer Complete the appointment of permanent Administrator and Senior Finance Officer	MORDI TT	09/2020
The Project has to request the Government at least quarterly for the refund of taxes paid from the Project funds. The Project has to request the Government at least quarterly for the refund of taxes paid from the Project funds.	MORDI TT	09/2020
Expedite Delayed Procurements These procurements are: (i) procurement of planters and harvesters; (ii) procurement of compost machines; (iii) procurement of mobile briquette machines; and (iv) procurement of fencing material for acre mangrove mud crab fettering pen and vertical RAS for on land fettering unit.	Procurement Officer, Administration and Finance Coordinator	12/2020
Government Staff Salaries and Beneficiary Contributions Enter into agreement with Government for percentage of staff costs at the local and national level for staff involvement with the Project. Monitor and include in the financial reports the Government staff costs as sources and expenditure, as well as the beneficiary contributions	MORDI TT/PMU	12/2020
Submit interim semi-annual financial report regularly 45 days after end of the period. Submit interim semi-annual financial report regularly 45 days after end of the period.	MORDI TT	02/2021
Monitor and include in the financial reports the salaries of government staff participating or involved in the Project as well as the beneficiary contributions	TRIP II	
Monitoring of expenditure/disbursement against AWPB and category of expenditure in MYOB system Monitoring of expenditure/disbursement against AWPB and category of expenditure in MYOB system	PMU	

<p>Regular submission of WA within 90 days of the last advance date or 30% of the advance balance</p> <p>Regular submission of WA within 90 days of the last advance date or 30% of the advance balance</p>	MORDI/PMU	
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Tonga

Tonga Rural Innovation Project - Phase II Supervision Report

Logical Framework

Mission Dates: 10 June - 16 July 2020
Document Date: 22/09/2020
Project No. 2000001197
Report No. 5494-TO

Asia and the Pacific Division
Programme Management Department

Tonga Rural Innovation Project - Phase II

Logical Framework

Results Hierarchy	Indicators							Means of Verification			Assumptions
	Name	Baseline	Mid-Term	End Target	Annual Result (2020)	Cumulative Result (2020)	Cumulative Result % (2020)	Source	Frequency	Responsibility	
Outreach	1.a Corresponding number of households reached							Progress Report	Annual	Project	
	Women-headed households	1 450	725	1 320		0	0				
	Non-women-headed households	23 398				0					
	Households	6 384		4 152		4 671	112.5				
	1 Persons receiving services promoted or supported by the project							Progress Reports	Annual	Project	
	Females	8 646	4 323	8 646		8 580	99.2				
	Males	7 965	3 983	7 965		8 996	112.9				
	Young	6 684	3 342	6 781		6 198	91.4				
	Total number of persons receiving services	16 611	8 306	16 611		17 576	105.8				
	1.b Estimated corresponding total number of households members							Progress Reports	Annual	Project	
	Household members					17 576					
Project Goal Contribute to improved and resilient livelihoods for Tonga's rural population	Improvement in household assets ownership index							RIMS impact surveys, 2016 HIES, EOP surveys, Focused group discussions (FGDs), Case studies	Beginning and End of Project (EOP)	Project Mgmt. Unit (PMU), Government of Tonga (Government)	No major changes in Government of Tonga's Strategic Development Framework (2015 - 2025).
	Households	0	80	80							

Results Hierarchy	Indicators							Means of Verification			Assumptions
	Name	Baseline	Mid-Term	End Target	Annual Result (2020)	Cumulative Result (2020)	Cumulative Result % (2020)	Source	Frequency	Responsibility	
	Increased ability of people to manage environmental and climate-related risks							RIMS impact surveys, 2016 HIES, EOP surveys, Focused group discussions (FGDs), Case studies	Beginning and End of Project (EOP)	Project Mgmt. Unit (PMU), Government of Tonga (Government)	
	Males	19 398									
	Females	19 378									
	Households	6 384		4 152							
Development Objective Communities are enabled to plan and manage resilient infrastructure and livelihood activities (including addressing food security and nutrition)	3.2.2 Households reporting adoption of environmentally sustainable and climate-resilient technologies and practices							Progress Reports	EOP	PMU	Communities are willing to participate in innovative forms of planning and support, and to contribute to their development - infrastructure and livelihoods. MAFFF is prepared to cooperate with TRIP II at central, district and village levels.
	Households	0	80	80							
	Households	6 384		5 079							
	1.2.1 Households reporting improved access to land, forests, water or water bodies for production purposes							Construction supervision and inspection reports, mid-term and EOP surveys, FGDs, case studies, FFS Project Reports	EOP	PMU	
	Households reporting improved access to land	0	80	80							
	Households reporting improved access to forests	0	80	80							
	Households reporting improved access to water										
	Total no. of households reporting improved access to land	2 365	4 152	4 152							
	Total no. of households reporting improved access to forests	2 365	4 152	4 152							
	Total no. of households reporting improved access to water	0	4 152	4 152							

Results Hierarchy	Indicators							Means of Verification			Assumptions
	Name	Baseline	Mid-Term	End Target	Annual Result (2020)	Cumulative Result (2020)	Cumulative Result % (2020)	Source	Frequency	Responsibility	
Outcome Increased community capacity to manage resilient infrastructure built to required standards	2.2.6 Households reporting improved physical access to markets, processing and storage facilities							Mid-Term and EOP surveys, FGDs (gender disaggregated), case studies, gender studies on community planning, study on youth inclusion	Annual and Mid-term and EOP	PMU	MIA and MAFFF officials and technical staff willing to support plan preparation. Communities prepared to participate in planning. Communities willing to make in-kind and/or cash contributions for development of economic infrastructure. Communities willing to maintain economic infrastructure. Communities willing to participate in self-monitoring and reporting activities.
	Households reporting improved physical access to markets	0	80	80							
	Households reporting improved physical access to processing facilities	0	80	80							
	Households reporting improved physical access to storage facilities	0	80	80							

Results Hierarchy	Indicators							Means of Verification			Assumptions
	Name	Baseline	Mid-Term	End Target	Annual Result (2020)	Cumulative Result (2020)	Cumulative Result % (2020)	Source	Frequency	Responsibility	
Output 1.1 Community Development Plans (CDP)	Number people trained in community management topics (RIMS) - Town and District Officers (TOs, DOs), Committee Members (CM), and Community Facilitators (CF)							Project/training records, gender study to track women's participation, survey on youth inclusion	Biannual	PMU	MIA and MAFFF officials and technical staff willing to support plan preparation. Communities prepared to participate in planning. Communities willing to make in-kind and/or cash contributions for development of economic infrastructure. Communities willing to maintain economic infrastructure. Communities willing to participate in self-monitoring and reporting activities.
	DOs	0	19	19							
	TOs	0	122	122							
	CMs	0	14 954	18 693							
	CFs	0	62	122							
	Number of CDPs formulated and revised							Project Records, published CDPs	Biannual	PMU	
	Revised CDPs	0	60	60							
	New CDPs	0	62	62							

Results Hierarchy	Indicators							Means of Verification			Assumptions
	Name	Baseline	Mid-Term	End Target	Annual Result (2020)	Cumulative Result (2020)	Cumulative Result % (2020)	Source	Frequency	Responsibility	
Output 1.2 Resilient community infrastructure based on CDPs	2.1.6 Market, processing or storage facilities constructed or rehabilitated							Mid-Term and EOP surveys, CDPs, detailed grant applications, construction supervision and inspection reports, assessments as required by Mol	Biannual	PMU	MIA and MAFFF officials and technical staff willing to support plan preparation. Communities prepared to participate in planning. Communities willing to make in-kind and/or cash contributions for development of economic infrastructure. Communities willing to maintain economic infrastructure. Communities willing to participate in self-monitoring and reporting activities.
	Total number of facilities					0					
	Market facilities constructed/rehabilitated	0	30	62		0	0				
	Processing facilities constructed/rehabilitated	0	30	62		0	0				
	Storage facilities constructed/rehabilitated	0	30	62		0	0				
	Number of community infrastructure management committees trained							Mid-Term, EOP Reports, detailed grant applications, construction supervision and inspection reports	Annual and Mid-term and EOP	PMU	
	Committee members	11 120	5 560	11 120							
	Committees	0	30	62							
	Women committee members	5 560	2 780	5 560							

Results Hierarchy	Indicators							Means of Verification			Assumptions
	Name	Baseline	Mid-Term	End Target	Annual Result (2020)	Cumulative Result (2020)	Cumulative Result % (2020)	Source	Frequency	Responsibility	
Outcome Increased resilience of economic livelihoods based on climate smart and nutrition-sensitive agricultural production systems	1.2.2 Households reporting adoption of new/improved inputs, technologies or practices							Mid-Term and EOP surveys, projects Records (FFS Coordinator Reports)	Annual and Mid-term and EOP	PMU	(A) MIA and MAFFF officials and technical staff are willing to support CADP preparation. (A) Communities prepared to participate in planning. (A) Communities willing to make in-kind and/or cash contributions for the development of economic livelihoods. (A) Communities willing to maintain their investments in economic livelihoods. (A) Communities willing to participate in in self-monitoring and reporting activities. (A) Farmers willing to attend and participate in structured FFS activities. (A) MAFFF significantly increases travel allowances beyond current levels. (R) MAFFF has further reductions in operational funding.
	Households	0	80	80							
	Households	4 152	4 152	4 152							

Results Hierarchy	Indicators							Means of Verification			Assumptions
	Name	Baseline	Mid-Term	End Target	Annual Result (2020)	Cumulative Result (2020)	Cumulative Result % (2020)	Source	Frequency	Responsibility	
Output 2.1 Community Agricultural Development Plans (CADPs) - reflecting climate resilient agricultural systems	Number of people trained in climate change risks and responses for increased resilience in agricultural systems							Annual Project Reports, mid-Term and EOP surveys, projects Records (Training Records)	Biannual, periodic	PMU	(A) MIA and MAFFF officials and technical staff are willing to support CADP preparation. (A) Communities prepared to participate in planning. (A) Communities willing to make in-kind and/or cash contributions for the development of economic livelihoods. (A) Communities willing to maintain their investments in economic livelihoods. (A) Communities willing to participate in in self-monitoring and reporting activities. (A) Farmers willing to attend and participate in structured FFS activities. (A) MAFFF significantly increases travel allowances beyond current levels. (R) MAFFF has further reductions in operational funding.
	Officials	0	200	200		244	122				
	FFS			1 200		55	4.6				
	Number of revised/updated village maps including data from village surveys, and included in CADPs							Projects Records, physical count of maps	Biannual	PMU	
	Village Maps		60	60							

Results Hierarchy	Indicators							Means of Verification			Assumptions
	Name	Baseline	Mid-Term	End Target	Annual Result (2020)	Cumulative Result (2020)	Cumulative Result % (2020)	Source	Frequency	Responsibility	
Output 2.2 Improved practices for increased climate resilience of agroforestry systems on households' tax allotments	3.1.1 Groups supported to sustainably manage natural resources and climate-related risks							Projects/training records Focused group discussions, case studies, participatory end of FFS cycle evaluations disaggregated by gender	Biannual, periodic	PMU	(A) MIA and MAFFF officials and technical staff are willing to support CADP preparation. (A) Communities prepared to participate in planning. (A) Communities willing to make in-kind and/or cash contributions for the development of economic livelihoods. (A) Communities willing to maintain their investments in economic livelihoods. (A) Communities willing to participate in self-monitoring and reporting activities. (A) Farmers willing to attend and participate in structured FFS activities. (A) MAFFF significantly increases travel allowances beyond current levels. (R) MAFFF has further reductions in operational funding.
	Groups supported	0	55	120		5	4.2				
	Total size of groups	0	550	1 200		548	45.7				
	3.1.4 Land brought under climate-resilient practices							Project records (village maps), mid-Term and EOP surveys	Biannual	PMU	
	Hectares of land	0	900	2 000		36	1.8				

Results Hierarchy	Indicators							Means of Verification			Assumptions
	Name	Baseline	Mid-Term	End Target	Annual Result (2020)	Cumulative Result (2020)	Cumulative Result % (2020)	Source	Frequency	Responsibility	
Output 2.3 Improved practices for increased climate resilience of homestead gardens	1.1.4 Persons trained in production practices and/or technologies							Projects/training records	Biannual	PMU	(A) MIA and MAFFF officials and technical staff are willing to support CADP preparation. (A) Communities prepared to participate in planning. (A) Communities willing to make in-kind and/or cash contributions for the development of economic livelihoods. (A) Communities willing to maintain their investments in economic livelihoods. (A) Communities willing to participate in in self-monitoring and reporting activities. (A) Farmers willing to attend and participate in structured FFS activities. (A) MAFFF significantly increases travel allowances beyond current levels. (R) MAFFF has further reductions in operational funding.
	Total number of attendances to training sessions					0					
	Men trained in crop		205	450		0	0				
	Women trained in crop		200	450		0	0				
	Young people trained in crop		300	540		0	0				
	Total persons trained in crop	0	405	900		0	0				
	Agricultural production facilities with increased water availability (rainwater tanks for 60 FFS model gardens)							Project records (village maps, procurement records), mid-Term and EOP surveys	Biannual	PMU	
	Rainwater Tanks	0	27	60							
	1.1.8 Households provided with targeted support to improve their nutrition							Project records (village maps, procurement records), mid-Term and EOP surveys	Biannual	PMU	
	Households	0	936	2 080		0	0				

Results Hierarchy	Indicators							Means of Verification			Assumptions
	Name	Baseline	Mid-Term	End Target	Annual Result (2020)	Cumulative Result (2020)	Cumulative Result % (2020)	Source	Frequency	Responsibility	
Output 2.4 Improved agro-forestry-based production and processing centres (weaving sheds) for handicrafts	Number of processing facilities constructed or rehabilitated for cyclone proof weaving sheds							Project records (village maps, procurement records), mid-Term and EOP surveys	Biannual	PMU	(A) MIA and MAFFF officials and technical staff are willing to support CADP preparation. (A) Communities prepared to participate in planning. (A) Communities willing to make in-kind and/or cash contributions for the development of economic livelihoods. (A) Communities willing to maintain their investments in economic livelihoods. (A) Communities willing to participate in in self-monitoring and reporting activities. (A) Farmers willing to attend and participate in structured FFS activities. (A) MAFFF significantly increases travel allowances beyond current levels. (R) MAFFF has further reductions in operational funding.
	Facilities	0	20	60		0	0				
	Number of women benefiting from cyclone-proof weaving sheds							Mid-Term and EOP surveys, FGDs	Biannual	PMU	
	Females	0	400	900		0	0				

Tonga

Tonga Rural Innovation Project - Phase II

Supervision Report

Appendix 1: Financial: actual financial performance; by financier by component and disbursements by category

Mission Dates: 10 June - 16 July 2020
Document Date: 22/09/2020
Project No. 2000001197
Report No. 5494-TO

Asia and the Pacific Division
Programme Management Department

Appendix 1: Financial: actual financial performance by financier; by component and disbursements by category

Table 1A- Financial Performance by Financier

FINANCIAL PERFORMANCE BY FINANCIER 30 April 2020			
Financier	Approved Allocation (USD)	Disbursements (USD)	Percentage Disbursed (USD)
IFAD Grant	1,497,867	596,214	40%
IFAD Loan	1,497,867	596,214	40%
Government	2,729,594	30,472	1%
Beneficiaries	1,427,989	-	0%
TOTAL	7,153,317	1,222,900	17%

Note 1: IFAD Grant and Loan included initial advance of USD337500 each or a total of USD675,000. There is a pending 4th WA claimed for USD546,932, which has been rectified by the Project and resubmitted in June 2020. IFAD disbursed the amount in in the same month June 2020.

Table 1B: Financial Performance by Financier; by Component

FINANCIAL PERFORMANCE BY FINANCIER BY COMPONENT (USD) Appraisal Budget based on Financing													
Component	IFAD Grant			IFAD Loan			IFAD TOTAL			Beneficiaries			
	Appraisal	Actual	%	Appraisal	Actual	%	Appraisal	Actual	%	Appraisal	Actual	%	Appraisal
Community Development	279,398	49,791	18%	279,398	49,791	18%	558,796	99,582	18%	424,092	0	0%	30
Sustainable Economic Livelihood	626,877	79,636	13%	626,877	79,636	13%	1,253,754	159,272	13%	1,003,897	0	0%	50
Project Management	591,592	408,057	69%	591,592	408,057	69%	1,183,184	816,114	69%	-	0	0%	1,91
TOTAL	1,497,867	537,484	36%	1,497,867	537,484	36%	2,995,734	1,074,968	36%	1,427,989	0	0%	2,72

Note: Appraisal amount based on the initial USD3.0 million approved funds from IFAD based on

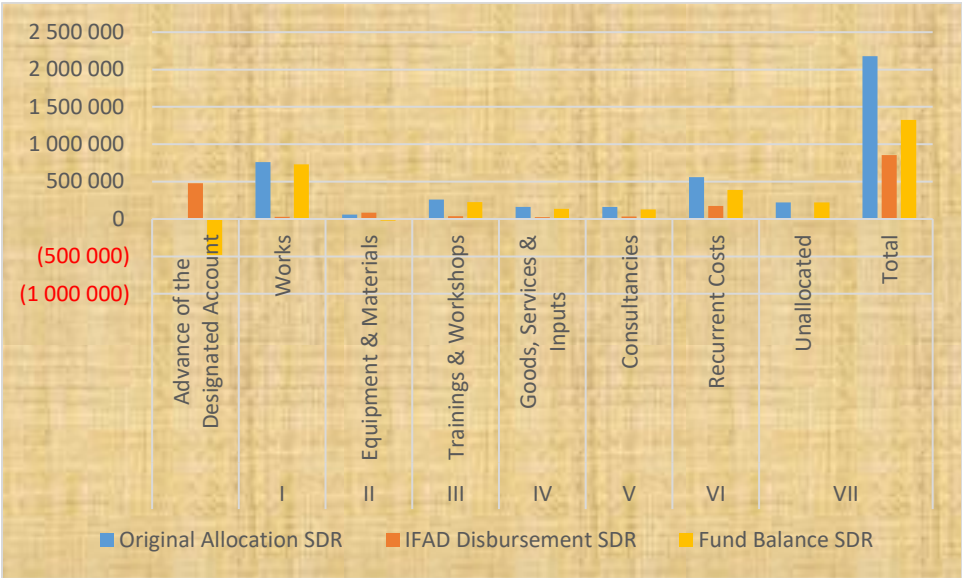
Table 1C: Financial performance by category of expenditure

TONGA RURAL INNOVATION PROJECT II (TRIPII)
DISBURSEMENT BY EXPENDITURE CATEGORY (SDR, AS AT 30 April 2020)

Category	Category description	Original Allocation	IFAD Disbursement	Fund Balance	Percent of Fund Balance
		SDR	SDR	SDR	
	Advance of the Designated Account		480,362	(480,362)	
I	Works	760,000	27,381	732,619	96%
II	Equipment & Materials	60,000	82,751	(22,751)	-38%
III	Trainings & Workshops	260,000	36,072	223,928	86%
IV	Goods, Services & Inputs	160,000	22,491	137,509	86%
V	Consultancies	160,000	31,959	128,041	80%
VI	Recurrent Costs	560,000	173,298	386,702	69%
VII	Unallocated	220,000	0	220,000	100%
	Total	2,180,000	854,314	1,325,686	61%

Note: There is a pending 4th WA claimed for USD546,932 (SDR393,030), which has been rectified by the Project and resubmitted to IFAD in June 2020. IFAD disbursed the amount in in the same month June 2020.

Figure 1: IFAD disbursements, comparisons between original allocations and actual disbursements



Tonga

Tonga Rural Innovation Project - Phase II Supervision Report

Appendix 2: Physical progress measured against AWP&B

Mission Dates: 10 June - 16 July 2020
Document Date: 22/09/2020
Project No. 2000001197
Report No. 5494-TO

Asia and the Pacific Division
Programme Management Department

Appendix 2: Physical progress measured against AWP&B

Component / Sub-component	Indicators	Unit	PY-1		PY-2		Cumulative			
			Jul 2018 – Jun 2019		Jul 2019 – Jun 2020		Actual	Appraisal	%	
			AWPB	Actual	AWPB	Actual				
Component 1: Community Development										
1.1 Community Development Plans	People trained in community management topics specified for Town and District Officers (TOs DOs) Committee Members (CM) and Community Facilitators (CF)	DO's	11	4	15	16	20		19	105%
		TO's	45	38	84	97	135		122	111%
		CF's men	45	35	18	76	196	111	122	161%
		CF's women		9		76		85		
		CM men	450	4 431	9 277	4 011	17 576	8 442	18 693	94%
		CM women		4 985		4 149		9 134		
	No. of CDP's formulated	New CDPs	30	30	32	30	60		62	97%
		Revised CDPs	15	7	53	40	47		60	78%
1.2 Resilient community infrastructure based on CDPs	Number of market processing or storage facilities constructed / rehabilitated	number	10	0	31	0	0	0	62	0%
	No. of community infrastructure management committees trained	number	45	0	31	0	0	0	62	0%
Component 2: Sustainable economic livelihood										
2.1 Community Agriculture Development Plans (CADPs) - reflecting understanding of climate change and resilient agricultural systems	Number of people trained in climate change risks and responses for increased resilience in agricultural systems Officials	men	360	0	50	142	244	142	200	122%
		women		0		102		102		
	Number of people trained in climate change risks and responses for increased resilience in agricultural systems FFS	men	540	0	500	55	55	55	1 200	5%
		women		0		0		0		
	No. of revised/updated village maps including data from village surveys and included in the CADP's	number	27	0	35	0	0	0	60	0%

Component / Sub-component	Indicators	Unit	PY-1		PY-2		Cumulative			
			Jul 2018 – Jun 2019		Jul 2019 – Jun 2020		Actual	Appraisal		%
			AWPB	Actual	AWPB	Actual				
<i>2.2 Improved and climate resilience agroforestry systems on households' tax allotments</i>	Number of persons/ groups supported to sustainably manage natural resources and climate-related risks	groups	54	0	50	5	5	5	120	4%
		men	540	0	500	266	548	266	1 200	46%
		women		0		282		282		
	Area of land under improved management practices Model Farm	acre	113	0	128	0	0	0	250	0%
	Area of land under improved management practices Cluster Farm	acre	2 115	0	2 496	36	36	36	4 700	1%
<i>2.3 Improved and climate resilience home gardens</i>	Number of persons trained in production practices and/or technologies	men	405	0	200	0	0	0	450	0%
		women		0	200	0	0	0	450	0%
		youth		0	240	0	0	0	540	0%
	Agricultural production facilities in vulnerable areas with increased water availability specified for rainwater tanks for 60 FFS model garden	number	27	0	32	0	0	0	60	0%
	Increased dietary diversity score at HH level	number	0	0			0	0	4	0%
<i>2.4 Improved agro-forestry-based production and processing centres (weaving sheds) for handicrafts</i>	No. of processing facilities constructed or rehabilitated specified for cyclone proof weaving sheds	number	27	0	32	0	0	0	60	0%
	Number of women benefiting from the improved cyclone-proof weaving sheds	women	405	0	400	0	0	0	900	0%

Tonga

Tonga Rural Innovation Project - Phase II Supervision Report

Appendix 3: Compliance with legal covenants: status of implementation

Mission Dates: 10 June - 16 July 2020
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Project No. 2000001197
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Asia and the Pacific Division
Programme Management Department

Appendix 3: Compliance with legal covenants: status of implementation

Section	Covenant	Target/Action Due Date	Compliance Status/Date	Remarks
Section B6/E.2 (b)	The Designated Account shall have been duly opened by MNFP and MORDI TT shall have opened a Project account, the authorized signatories have been submitted to the Fund	Precedent to withdrawal	Complied	
Section B7	The Borrower counterpart financing for the Project will be approximately US\$2.7 million to cover government staff salaries, duties and taxes		On-Going compliance	Tax Paid and for refund as of 29 Feb 2020 US\$22,201. Government salaries need to be accounted and reported
Section E.2 (a)	MOU has been signed between MNFP and MORDI TT for the appointment of MORDI TT as the Lead Project Agency.	Precedent to withdrawal	Complied	
Section E.2 (c)	Project Management Unit (PMU) within MORDI TT has been established and key staff appointed to the satisfaction of IFAD		Not-Complied. Various positions, e.g. M&E and KM Coordinator, Gender Focal Point, and Administrator need to be recruited	
Section E.2 (d)	MORDI TT has prepared a draft PIM in form and substance satisfactory to the Fund	Precedent to withdrawal	Complied	
Section I. II.8.1	Project Advisory Committee has been established and maintained throughout the Project Implementation		Complied	
Section I.11	Establishment of Project Review and Appraisal Committee		Complied, created in November 2019 and the first meeting will be held in July 2020	

Section 3.3	The Borrower shall ensure that the Project is granted with a Tax Exemption Status and the proceeds from the IFAD financing shall not be used to pay taxes		On-going Compliance	The Project (MORDI TT) submits to the Ministry of Revenue claim for tax refund as reflected in the DA reconciliation statement.
Section 4.02 (b) General Conditions	Submission of First AWPB	Precedent to Withdrawal	Complied	
Section 4.04 (b) General Conditions	Submission of Certification of authorized signatories to Withdrawal Application	Precedent to Withdrawal	Complied	
Section 4.08 General Conditions	Submission to IFAD of Statement of Expenditure only with eligible expenditures	On-going	On-going compliance	
Section 7.05 General Conditions	Procurement in accordance with GoT procurement regulations such are consistent with the IFAD Procurement Guidelines	On-going	On-going compliance	
Section 9.02 General Conditions	Submission of Financial Statements to IFAD 4 months after financial year	31 October 2019	Complied	
Section 9.03 General Conditions	Submission of Audit report to IFAD 6 months after the financial year	31 Dec 2019	Complied	

Tonga

Tonga Rural Innovation Project - Phase II Supervision Report

Appendix 4: Technical background analysis

Mission Dates: 10 June - 16 July 2020
Document Date: 22/09/2020
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Asia and the Pacific Division
Programme Management Department

Appendix 4: Technical Analysis

Annex 1 - Component 1

Component 1: Community development

The component aims at increasing community capacity to manage resilient infrastructure built to required standards. The budget allocated at appraisal amounts to US\$ 2.288 million, or 21% of total. The progress is rated as moderately unsatisfactory (3).

The Supervision Mission notes the project's alignment to national priorities, and its support towards achieving higher-level strategic priorities (**relevance**). It also commends the close synergy between the PMU and the Ministry of Internal Affairs (MIA), geared towards strengthening the capacities of local institutions, aimed at setting up an accountability system, to guarantee ownership and future sustainability over the sub-projects to be implemented. However, implementation bottlenecks have been observed during the last year of implementation, some of which owing to external factors such as public reforms that have taken place through 2019 (including 44% turnover of DOs and TOs in May 2019 due to elections), as well as climatic events (cyclones, last of which TC Harold), and disruptions caused by COVID-19.

Component 1.1 is expected to support the development of *Community Development Plans* (CDPs) in target communities, adopting a multi-sectoral approach thus covering health, education, agriculture and others. CDPs are expected to indicate priority economic infrastructures.

Activity 1.1.1. Train TOs and CFs in participatory learning approaches, and Project implementation practices.

Physical progress up until 30th April 2020 includes *trainings* of 16 District Officers (94% of 2019-2020 AWPB target, cumulatively reaching 105% of Appraisal targets) ; 97 Town Officers (88% of AWPB targets, and 105% of Appraisal targets); 76 female and 76 male Community Facilitators (316% of Appraisal targets); and 4,149 female and 4,011 male community members (94% of Appraisal targets). These trainings are aligned with the strategic guidance from the Ministry of Internal Affairs and considered critical for ensuring communities' ownership over future investments and their physical sustainability. *The mission was not able to confirm whether TOs' and DOs' level of technical preparedness (for carrying out inclusive community planning processes after training) has been sufficiently strengthened to ensure the effective delivery of component activities.*

A new Act of 2019 defined TOs' and DOs' accountability directly to the MIA, which is responsible for community development, and has a clear mandate in training and empowering TOs and DOs. In May 2019, TOs and DOs were re-elected, owing to a 44% turnover rate among officers. An additional 2.5 months have been required to re-train all officers, ensuring their abidance to national laws and standardising their job descriptions across all of Tonga, as confirmed by the project's MIA focal point. MIA and MORDI TT have analysed the communities' existing institutions (Village Councils and Sub-Committees). *Presently, however, local institutions' compliance level to this vision is less clear across TRIP II target areas, suggesting that local capacities' strengthening activities may still be underway, and results from the underlying analysis undertaken by the PMU may not be systematically informing implementation courses of action. It is recommended that a consolidated report is shared with IFAD prior to the forthcoming Mid-Term Review.*

The correlation between the trainings effectiveness and trainees' resulting level of technical preparedness in carrying out participatory and inclusive community planning processes appears to be a critical pre-condition to ensure the effective delivery of Component 1. As emerged from discussions with the PMU, training modules have included: (i) use of community participatory learning and action methods; (ii) mainstreaming of climate resilience strategies and techniques, and gender equality, into CDPs; (iii) project implementation practices and gender mainstreaming; and (iv) use of community participatory learning and action methods. *The supervision team however has not been able to review*

the training curricula, and review the PMU's training evaluation reports (pre and post training assessments, trainees' level of knowledge acquisition and retention, on-the-job application). It is unclear whether, based on these evaluations, amendments to the training curricula (training modules, content, duration) have been put in place. TOs' and DOs' level of technical preparedness in carrying out inclusive community planning processes after training is key to ensure the effective delivery of community development component activities. While evidence is lacking at this point, it is advisable that the PMU provides the forthcoming Mid-Term Review with such comprehensive analysis.

Activity 1.1.2. Develop communities' capacity to prepare CDPs and SPDPs.

At output level the PMU reports that 106 communities' capacities were developed to prepare CDPs. Stakeholders met in the 'Eua island (due to travel limitations, this was the only island visited by the local mission consultant) during the beneficiaries' assessment confirmed to be familiar with the CDP development process and were confident that they could develop their own CDP in the future, which is praiseworthy (potential for **scaling up**). The same meetings served to understand that communities were currently leveraging on CDPs elaborated under TRIP I as well as TRIP II to mobilize resources from other donors and partners (**partnerships**). *In the future, it is recommended that the PMU captures these partnerships and resource mobilization activities, as directly attributable to TRIP II efforts.*

Activity 1.1.3. Prepare CDPs for all sectors – reflecting climate resilience.

With regards to CDPs, as of 21st June 2020, TRIP II has cumulatively revised 106 CDPs (86% of total target), noting mild discrepancy with the PMU's reporting in April 2020, which indicated 100% target achievement. There are 4 communities which have not yet developed their CDPs due to the communities' unavailability to participate in the planning process. The PMU team is planning to complete these by Oct 2020, across the most remote District in the Niuaus, consisting of 12 communities targeted under Component 2, once COVID-19 restrictions are presumably lifted. *The PMU efforts in tackling TC Harold and COVID-19 emergencies in coordination with the Food Security Cluster are commendable. However, the PMU's (and TRIP II) responsiveness level with regards to changing community priorities in light of these events remains undocumented, as well as whether a feedback mechanism is put in place, with a view to periodically revisiting CDPs, and informing Components 1.2 and 2 courses of action.*

With regards to community engagement, as reported by the PMU at the time of the mission, community participation is usually less than 10% of the total local population (vs. 80% expected at design). The lower participation level – if confirmed - needs to be further investigated by the PMU (whether an issue of community mobilization by CFs / TOs/ DOs, community appetite for community planning, incentive mechanisms, etc.), since this may have potential effects on the level of representativeness and inclusiveness¹.

The table below compares the planned CDP implementation schedule (as included in the PIM) with the current status. *Two points remain unclear: (i) whether CDPs include community-based analysis of climate resilient risks as foreseen at design; and (ii) to what extent women and youth priorities, as emerged from the community engagement process, will be included in the project implementation pipeline (under Component 1.2).*

Table 1: Community Engagement (source: PMU, 4th Sept 2020)

District	Population	Target population (15-70 yrs)	CDP participation (#)	CDP participation (%)
Tatakamotonga	3,503	2,186	1,865	85%
Lapaha	5,136	3,192	2,736	86%
Nukunuku	5,410	3,339	2,623	79%
Kolovai	3,649	2,301	2,162	94%

¹ On 4th September 2020, additional supporting information was provided by the PMU, showing that community participation averaged 80% throughout the project areas.

Neiafu	758	462	301	65%
Pangaimotu	1,239	755	613	81%
Hahake	2,021	1,252	1,100	88%
Leimatu'a	1,274	741	665	90%
Hihifo	1,453	927	708	76%
Motu	722	467	182	39%
Foa	1,012	619	449	73%
Lulunga	923	553	341	62%
Nomuka	432	253	203	80%
Ha'ano	478	296	176	59%
'Uiha	695	452	233	52%
'Eua Motu'a	2,795	1,686	1,440	85%
'Eua Fo'ou	2,150	1,334	1,121	84%
Total	33,650	20,815	16,918	81%

Activity 1.1.4. Lodge consolidated CDPs and SPDPs with MIA and PMO.

The PMU confirmed that consolidated CDPs are lodged with MIA, and reach the Prime Minister's Office through the Cabinet.

Activity 1.1.5. Establish / reactivate Village Councils / Working Groups – C1 and C2.

Village Councils and Sub-Committees have been established (49) and reactivated (164) for the majority of communities. As per MIA, there is strong need for these institutions to be in place and strengthened prior to proceeding with sub-project implementations (Component 1.2). The detailed outlook across districts and communities is provided in the table below.

Table 2: Sub-committees reactivated and established (source: PMU)

Name of Community	No. of Sub-committee reactivated	No. of sub-committee established
Tatakamotonga District		
Holonga	5	0
Pelehake	6	1
Nakolo	6	2
Ha'asini/Hamula	3	4
Lavengatonga	3	3
Haveluliku	6	4
Fatumu	5	0
Lapaha District		
Talasiu	8	0
Hoi	6	1
Nukuleka	5	5
Makaunga	5	0

Talalo'u	8	1
Manuka	5	2
Navutoka	5	2
Kolonga	8	2
Afa	7	1
Niutoua	5	0
'Eueiki	8	0
Nukunuku District		
Fatai	4	0
Lakepa	4	5
Vaotu'u	4	1
Ha'akame	6	1
Kolovai District		
Te'ekiu	4	0
Fahefa	5	1
Ha'utu	7	3
Fo'ui	9	4
Kanokupolu	6	3
Ha'atafu	5	3
'Atata Is	6	0
Total	164	49

Component 1.2 is expected to support the development of resilient community infrastructure based on CDPs, with activities focused on the construction, operations and maintenance of priority small-scale economic infrastructure.

During the last year, implementation progress for Component 1.2 was halted: 0 out of the 31 foreseen facilities were constructed/rehabilitated, and 0 out of the foreseen 31 community infrastructure management committees trained. As a result, communities have not been assisted in developing CEIG proposals.

In line with key project guiding principle, there is emerging evidence that the bottom-up approach supported by TRIP II supports **policy dialogue** agendas, linking local action with policy reform. In fact, CDPs served as a basis for a national-level water programme, where more than 5,000 water systems across all of Tonga are planned to be implemented for 2021, and for other investments including roads, streetlights, and fences. *While the alignment with Government priorities is definitely a project strength, it remains unclear which sub-projects will be tentatively included under the TRIP II investments pipeline, also because communities have not started developing Community Economic Investment Grant (CEIG) proposals yet. Also, there is no evidence that CDPs or CADPs have covered climate resilient features as envisaged at design.*

Additional priority sectors (as decided by the communities) will be tackled through the CDPs in the coming period, as clarified by the PMU. The current consolidated list of potential projects (provided by the PMU at the time of the mission) is given in the table below, highlighting in all cases that the first identified priority is drinking water infrastructure, followed by underground water supply. Detailed costs computations will emerge once surveys are undertaken.

Table 3: List of potential projects as of 25th June 2020 (source: PMU)

Name of Community	Potential Projects 1	Potential Project 2
Tatakamotonga District		
1. Holonga	Drinking water tank project	Underground water supply
2. Pelehake / Alaki	Drinking water tank project	Underground water supply
3. Nakolo	Drinking water tank project	Underground water supply
4. Ha'asini/Hamula	Drinking water tank project	Underground water supply
5. Lavengatonga	Drinking water tank project	Underground water supply
6. Haveluliku	Drinking water tank project	Underground water supply
7. Fatumu	Drinking water tank project	Underground water supply
Lapaha District		
8. Talasiu	Drinking water tank project	Underground water supply
9. Hoi	Drinking water tank project	Underground water supply
10. Nukuleka	Drinking water tank project	Underground water supply
11. Makaunga	Drinking water tank project	Underground water supply
12. Talafo'ou	Drinking water tank project	Underground water supply
13. Manuka	Drinking water tank project	Underground water supply
14. Navutoka	Drinking water tank project	Underground water supply
15. Kolonga	Drinking water tank project	Underground water supply
16. Afa	Drinking water tank project	Underground water supply
17. Niutoua	Drinking water tank project	Underground water supply
18. 'Eueiki	Agriculture plantation	0
Nukunuku District		
19. Fatai	Drinking water tank project	Underground water supply
20. Lakepa	Drinking water tank project	Underground water supply
21. Vaotu'u	Drinking water tank project	Underground water supply
22. Ha'akame	Drinking water tank project	Underground water supply
23. Matafonua	Drinking water tank project	Underground water supply
24. Houma	Drinking water tank project	Underground water supply
25. Ha'alalo	Drinking water tank project	Underground water supply
26. 'Utulau	Drinking water tank project	Underground water supply
Kolovai District		
27. Te'ekiu	Drinking water tank project	Underground water supply

28. Fahefa	Drinking water tank project	Underground water supply
29. Ha'utu	Drinking water tank project	Underground water supply
30. Fo'ui	Drinking water tank project	Underground water supply
31. Kanokupolu	Drinking water tank project	Underground water supply
32. Ha'atafu	Drinking water tank project	Underground water supply
33. 'Atata Is	Drinking water tank project	0
34. 'Ahau	Drinking water tank project	Underground water supply
35. Ha'avakatolo	Drinking water tank project	Underground water supply
36. Masilamea	Drinking water tank project	Underground water supply
37. Kala'au	Drinking water tank project	Underground water supply

Activity 1.2.1. Assist communities to complete CEIG proposals for economic infrastructure.

TOs have not yet assisted communities to develop Community Economic Infrastructure Grant proposals. However, consultations with Sub-Committees have already been initiated in Tongatapu and Eua, where small-scale drinking water infrastructure is a priority and the preparatory work is currently underway. The detailed household surveys were launched beginning of March 2020, halted by the COVID-19 pandemic, and are expected to be completed by end of July 2020; these would serve to assess and geo-locate water needs at household level. The next survey cycle will be undertaken in Vava'u and Ha'apai, where CDPs have just been finalized, and will be handed over to the TOs and to the Sub-Committees (some of which need to be revived or established).

With regards to the integration of *climate resilient features* as envisaged at design, this depends on the specific construction work foreseen. The Mid-Term Review will be able to review sub-project detailed designs, inclusive of climate resilient considerations, where relevant. *While these efforts are noted, attribution to TRIP II (or wider work undertaken by MORDI in strong coordination with the Government and other partners) remains unclear.* With regards to *beneficiaries' co-financing rules*, the PMU reports that this information has been duly disseminated to communities during community induction / engagement stage. *However, willingness to co-finance remains undocumented to-date.*

Activity 1.2.2. Review, discuss and accept or reject CEIGs (PRAC).

While this activity is still on hold, the *Project Review and Appraisal Committee (PRAC)* has been established, and the first meeting was scheduled in March 2020 (postponed due to COVID-19).

Activity 1.2.3. Establish bank accounts for receipt of cash contribution, and operations and maintenance funds.

Town Officers have facilitated the establishment of a bank account for receipt of cash contributions and operation and maintenance across the majority of project communities. MORDI TT's engineering and architectural supervision of community economic infrastructure is planned through External Service Providers.

Activity 1.2.4. Implement SPDPs for economic infrastructure.

Nothing to report to-date.

Activity 1.2.5. Monitor impact of investment in community economic infrastructure.

Nothing to report to-date.

Actions	Responsibilit	Deadline	Status
Reporting on the local institutions' analysis Prior to MTR, prepare and share with IFAD a consolidated report describing the: (i) local institutions', namely community committees, village councils, town councils and district councils analysis undertaken by the PMU in coordination with MIA, (ii) accountability systems in place, (iii) level of readiness to manage and maintain sub-projects, (iv) outstanding issues (if any), and (v) remedial actions to be addressed by the PMU	PMU, Comp. 1 Coordinator	Dec 2020	Agreed
Reporting on TOs, DOs, CFs delivery preparedness Prior to MTR, prepare and share with IFAD a consolidated report on: (i) training outcomes, with the objective of providing the status on delivery preparedness of TOs, DOs, CFs, (ii) outstanding capacity issues (if any), and (iii) remedial actions that have been or still need to be addressed by the PMU	PMU, Comp. 1 Coordinator	Dec 2020	Agreed
Reporting on CDPs Prior to MTR, prepare and share with IFAD a consolidated report highlighting: (i) climate resilient risks that emerge from CDPs (or review CDPs if these are still not reflected); (ii) how priorities emerged from discussions with women and youth in particular will be tackled/financed through IFAD or other partners; (iii) comprehensive list of identified priorities across target areas, inclusive of partners/financiers (in addition to IFAD)	PMU, Comp. 1 Coordinator	Sept 2020	Agreed
CDP electronic archiving PMU to archive all available CDPs, and share them with IFAD	PMU	Aug 2020	Proposed
Community Engagement (i) Based on a thorough analysis on the reported low level of community participation (about 10%), remedial action needs to be taken by the PMU to increase communities' level of representation in community engagement activities and identification of priorities (as well as elaboration of CDPs) ² (ii) A consolidated report should be shared with IFAD prior to MTR reporting on measures taken to increase community engagement, and confirming feedback mechanisms in place	PMU, Comp. 1 Coordinator	Aug 2020	Agreed
TRIP II implementable sub-projects based on CDPs Prioritize and prepare a minimum of 10 high-quality sub-projects using the already prepared CDPs for selected districts of Tongatapu and Eua Islands, for submission to the project approval and implementation pipeline	PMU, Comp. 1 Coordinator	Dec 2020	Agreed

² On 4th September 2020, additional supporting information was provided by the PMU, showing that community participation averaged 80% throughout the project areas.

Annex 2: Results from the Field Survey Analysis

The mission team conducted an analysis of the household using a sample survey. The in-country consultant of the mission team conducted the household survey of 41 households (HH). The data were tabulated in an excel data base and simple descriptive analyses were undertaken to (i) understand the interaction of the households with TRIP II in the islands; (ii) level of community knowledge about TRIP II deliveries including training; (iii)

Table 1 shows the sample distribution of the household survey. The HHs in Tongatapu was mainly interviewed in person and all others by phone. The sample size had to be limited to a small number because of the travel restriction due to COVID-19 situation. However, for the purpose of the supervision mission this small sample would provide some insights and simple descriptive statistics would highlight such information in this technical annex.

Table 1: Distribution of the Households Surveyed in the Sample

Districts	Islands				
	Eua	Ha'apai	Tongatapu	Vava'u	Grand Total
Eua Fo'ou	10				10
Eua Fo'ou	7				7
Eua Motu'a	6				6
Eua Motu'a	1				1
Hahake				1	1
Kolovai District			4		4
Lapaha			4		4
Leimatu'a				1	1
Lulunga		1			1
Motu				3	3
Nukunuku			2		2
Tatakamotonga			1		1
Grand Total	24	1	11	5	41

Demography

Table 2: Average Family Size of the Households

Districts	Eua		Ha'apai		Tongatapu		Vava'u		Grand Total	
	Total	% Female	Total	% Female	Total	% Female	Total	% Female	Total	% Female
Eua Fo'ou	6.1	45%							6.1	45%
Eua Fo'ou	5.3								5.3	48%
Eua Motu'a	6.0									
Eua Motu'a	4.0	50%							4.0	50%
Hahake						44%	9.0	44%	9.0	44%
Kolovai District					8.5				8.5	48%
Lapaha					7.3				7.3	44%
Leimatu'a						54%	13.0	54%	13.0	54%
Lulunga			6.0	33%					6.0	33%
Motu						50%	8.7	50%	8.7	50%
Nukunuku					6.0				6.0	69%
Tatakamotonga					8.0				8.0	50%
Grand Total	5.8	47%	6.0	33%	7.5	50%	9.6	50%	6.7	48%

Demography

Table 2 shows the average family size of the HHs and the average percentages of women in the HHs. The overall average family size is 6.7 and almost half of them are women (48%). Leimatu's reports the largest family size. The percentage of women being almost half in each district with a variation of 33% lowest and 69% highest, it is essential that all project interventions should have gender balance.

CDP and CADP Process

This is the most important activity of TRIP II at the time of the supervision. Hence the community participation rate and the quality of participation were assessed during the survey with few questions. Table 3 summarizes the participation of the HH in the process of CDP and CADP preparation / revision process. The overall participation rate of the HH in the process of CDP preparation / revision is an impressive 93% with the lowest rate of 88% in Eua. Whether the CDP was prepared or revised with the community was not very clear from the survey. The CADP preparation process has slightly lower overall participation rate of 71%. It is noteworthy that Tongatapu island has the lowest rate of participation in the preparation of CADPs. While the exact reason is unclear, it is however possible that this being the main island and more non-agricultural activities are predominant, the community paid less attention to CADP in comparison to CDPs.

Table 3: Number of HH participated in the CDP and CADP preparation / revision process

Islands ..>	Eua	Ha'apai	Tongatapu	Vava'u	Grand Total
Not participated in CDP Preparation	3.0				3.0
Not participated in CADP Preparation	3.0				3.0
Participated in CDP Preparation	21.0	1.0	11.0	5.0	38.0
% participation in the CDP	88%	100%	100%	100%	93%
Not participated in CADP Preparation	1.0		9.0	1.0	11.0
Participated in CADP Preparation	20.0	1.0	2.0	4.0	27.0
% participation in the CADP	95%	100%	18%	80%	71%
Grand Total	24.0	1.0	11.0	5.0	41.0

Table 4 presents the number of HH presented their priorities at the CDP preparation / revision stage.

Table 4: Number of HH expressed their priorities in CDP preparation / revision process

Requested Priorities	Eua	Ha'apai	Tongatapu	Vava'u	Grand Total	% of HH of total
Agriculture		1		2	3	7%
Employment	1				1	2%
Hall and Agriculture			1		1	2%
Hall or plough	13				13	32%
Plantation fencing			2		2	5%
Plough	2				2	5%
Sports Equipment	1				1	2%
Village hall	1				1	2%
Water			7	1	8	20%
Water/Boat Ramp			1		1	2%
Weaving Hall	3				3	7%
Wharf/Jetties/Road				1	1	2%
Wharf/Jetties/Water				1	1	2%
No participation	3				3	7%
Grand Total	24	1	11	5	41	100%

It is interesting to note that there is a wide array of sectors or activities that the community is demanding. The mostly reported priority is to have halls for weaving and other social activities and getting the land ploughed in Eva island. Ploughing is better suited in the CADP. The fact that the community was asking

for it in the CDP preparation shows that their lack of full understanding of the two processes of CDP and CADPs. The HH has voted for water as the second priority. In contrast to the TRIP II information that the water sector is the mostly demanded activity, this limited survey indicates that it is not the most popular activity in the communities that covered by the survey.

A similar assessment was undertaken for the CADP process and the results are in Table 5. Half of the surveyed households did not express any priority and further 41% mentioned tax allotment fencing. The results very clearly show that the capacity and knowledge of the community is inadequate to express priorities for the preparation of CADPs. Tax allotment fencing, while important, is an experience of TRIP II and it does not contribute to enhanced resilience in agriculture (except it keeps mammalian pest like wild borers away) or production improvement. This result is a clear indication that CADP process should take place only after raising the community awareness in resilient agricultural practices and also commercialized agriculture.

Table 5: Number of HH expressed their priorities in CADP preparation process

Requested Priorities	Eua	Ha'apai	Tongatapu	Vava'u	Grand Total	% of Interests
Island is too small for agriculture		1			1	2%
No priority shown	11		9	1	21	51%
Ploughing				2	2	5%
Tax allotment fencing	13		2	2	17	41%
Grand Total	24	1	11	5	41	100%

The next step of the planning process of CDP is to prepare the Community Economic Infrastructure Grants (CEIG). It is expected that the community to be well aware of the CEIGs and their views are considered for the proposal preparation. Table 7 summarizes as a percentage of total 41 HHs, that 71% knows about CEIG and the majority who knew are in Eua. Majority of Tangatapu HHs are not aware of the CEIG (see Table 7).

Table 6: Percentage of HH out of total reporting their knowledge about CEIG

HH Knowledge	Eua	Ha'apai	Tongatapu	Vava'u	Grand Total
No idea of CEIG	7%	0%	20%	2%	29%
Knows about CEIG	51%	2%	7%	10%	71%
Grand Total	59%	2%	27%	12%	100%

In order to assess the full knowledge of the community about what they mean by CEIG, the HHs were asked to indicate the typical items included in a potential CEIG. Table 7 summarizes the results as percentage of HHs voting for each activity that could be included in the CEIG. Most of the activities do not necessarily indicate community economic infrastructures except just 9% for water and Jetty. The HHs in Vava's and Ha'apai, due to the strong need that they are already feeling, have mentioned water. The expectation of the community training is that the community is empowered to foresee the needs and articulate them and present at a planning meeting. The survey results do not provide evidence for such a knowledge at the community level. This further indicates the lack of full understanding of the community in the TRIP II community-based planning process, and the strong needs to enhance the community awareness.

Table 7: Percentage of HH out of total reporting what they expect to be in the CEIG

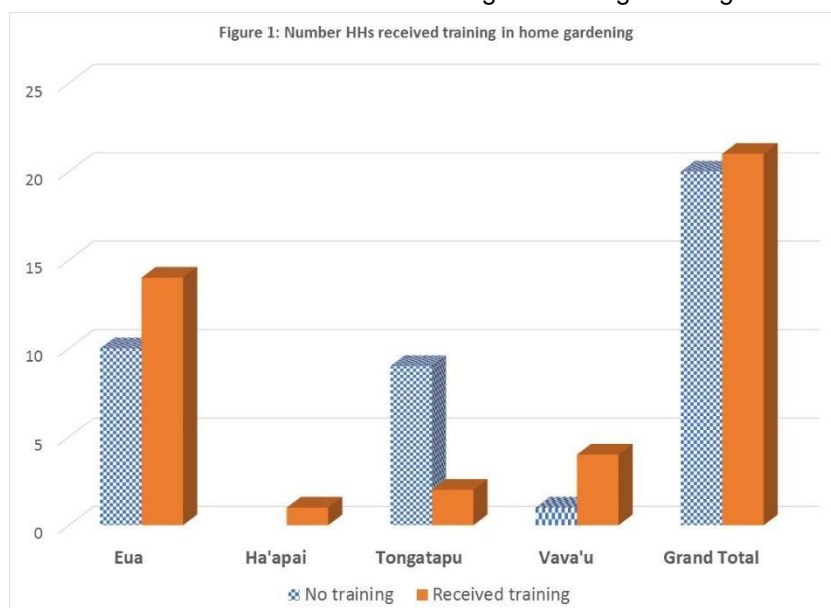
Districts	Eua	Ha'apai	Tongatapu	Vava'u	Grand Total
Either plough or community hall	27%	0%	0%	0%	27%
Hall	12%	0%	5%	0%	17%
Pig fencing	0%	0%	0%	2%	2%
Plough	5%	0%	0%	0%	5%
Plough, halls, water tank, disaster relief, shelter,	2%	0%	0%	0%	2%
Plough, water tanks, hall	2%	0%	0%	0%	2%
Village Hall, Plough, Home Garden, Water Tanks, Citrus, Disaster Relief	2%	0%	0%	0%	2%
Water	0%	2%	0%	0%	2%
Wharf/Jetty	0%	0%	0%	7%	7%
Not responded	7%	0%	22%	2%	32%
Grand Total	59%	2%	27%	12%	100%

Knowledge of Resilient Agriculture

TRIP has provided various training to improve the knowledge and understanding of the resilient agricultural practices. Figure 1 depicts the number of HHs having one or more family members got training from TRIP I or TRIP II. Almost half of the HHs have someone with training on home gardening.

However, it was not clear in the survey whether these training were conducted by TRIP II or TRIP I. The highest proportion of trainees were in Eua as shown in Figure 1. The overall response is that slightly above 50% of the HHs have received training on home gardening. It is again the lowest rate of performance is shown in Tongatapu island, having the lowest percentage of trainees. The effectiveness of training can be assessed to some extent by checking whether the HHs who received training have made use of the knowledge. As presented in the mini table below, it is only in Eua that 50% of the trainees have used the knowledge on home gardening.

Soil conservation is one of the important activities of a resilient agricultural system as it conserves soil nutrient and soil water. These are subject to depletion in extreme



Used training	Eua	Ha'apai	Tongatapu	Vava'u	Total
No	50%	100%	100%	100%	71%
Yes	50%	0%	0%	0%	29%
Total	100%	100%	100%	100%	100%

they are adopting some conservation methods. It was not clear which method as the survey did not collect the details. Using cover crops is another method to improve soil health. Further there are other land conservation methods such as minimum tillage, terracing etc. The survey captured the number of HH having members who underwent training on using cover crops and land conservation methods. Table 8 summarises the percentage of HHs took these training. Except in Tongatapu, negligible percentage of HHs in others islands have undergone all three type of training. Soil conservation training is predominant. The assessment of whether the soil conservation training is adopted, only 50% of those who got training is using it. However, what methods, with what quality and also the effectiveness have not been captured by the survey. None of the trainees of other two practices are currently adopting them.

Table 8: Percentage of HH out of total reporting what they expect to be in the CEIG

Resilient Practices	Eua	Ha'apai	Tongatapu	Vava'u	Grand Total
Soil Conservation Training	4%	0%	18%	0%	7%
Training on Cover crops	0%	0%	9%	0%	2%
Other land conservation methods	0%	0%	9%	0%	2%
Total HHs	24	1	11	5	41

Home gardening training with other types of training

Training on any of the three practices listed above could have been a part of the home gardening training. This was assessed using cross tabulation of home gardening training and soil conservation training. The results are shown in the mini table below. Out of the 21 HH who got home gardening training, only 2 reported having soil conservation training. This indicates

	HG Training: No	HG Training: Yes	Grand Total
Soil Cons. No	19	19	38
Soil Cons. Yes	1	2	3
Grand Total	20	21	41

that soil conservation was not a part of the home gardening training. The home gardening training should have been packaged with all the land management training as parts of it to get the maximum benefits of the training effort. This was not the case and also it would have reduced the potential benefits of the home gardening training as well. Training on agroforestry is was limited only to two HHs and no details reported.

Training on commercialize agriculture

As highlighted in the PIM, TRIP II expects to undertake training on breadfruit pruning to enhance the yield, post harvest processing, food processing and processing of dehydrated foods. None of the HHs included in the survey has undergone these training. Part of the reasons is that TRIP II has conducted training from staff and expect to expand them to the community in the last quarter of 2020.

Family size and training attendance

The survey data was also analyzed to assess whether the family size has impact on attending to training sessions. The hypothesis was when the families are large, then the attendance is more. Only home gardening training was analyzed as others have no considerable HHs to carry out an analysis. The average family size of those who attended is 7.33 members per HH, whereas those who did not attend is 6. Since the sample of this survey is so small and thus it is difficult to draw results that are broadly valid. However, this difference tells us that there can be a case where small families may have a limitation of sending members for training sessions. This has to be closely investigated and if affirmative, a good training strategy should be used to include all type of families.

Planting material distribution

The main activity that TRIP II has implemented under the second component of the project is to distribute planting material to enrich the home gardens. Table 9 summarizes the results. Out of the sample HH, 10 or 24% of the sample got them and half of that is in Tongatapu. TRIP II has to complete this activity.

Table 9: Number of HHs reporting the receipt of planting material for the home garden

Planting material for HGs	Eua	Ha'apai	Tongatapu	Vava'u	Grand Total	%
Did not receive	24		6	1	31	76%
Received		1	5	4	10	24%
Grand Total	24	1	11	5	41	100%

Conclusions

The field survey was based on a very small sample of 41 HHs which is adequate to draw some insights although they may not be solid conclusions. Many of the results are generally in line with the observation made by the mission team using other methods of investigations such as document reviews, meetings and direct discussions with the project staff. The field survey appears to be a powerful tool if properly conducted with a sound methodology to support mission observations. Given the nature of TRIP II, it is recommended that a socio-economic field survey of this nature would be conducted with expanded field data for the MTR.

Annex 3: Reflections from the field

Introduction

Field visits and outreach to the communities were undertaken over a 2-week period. Community members and stakeholders were consulted while they were recovering from TC Harold and adjusting back to normalcy of daily life amidst the global pandemic of COVID-19. It was evident that the intervention of TRIP II through its sub-projects is timely, especially at a stage where communities are coming to the realization that agriculture presents a sustainable livelihood at the community and national level.

The COVID-19 and TC Harold impacts has resulted in the tight labour market conditions especially in the tourism sector and seasonal workers program which has worsened, and remittances declining. Delays in construction projects has seen businesses laying off their staff. Similarly overseas, the Tongan diaspora's ability to send remittances has weakened.

Impacts on entrepreneurs and family businesses, such as catering, wood carving, micro-finance, handicrafts, accommodations etc. are visible as wedding events are cancelled, funeral procedures are simplified, church events cancelled, and incoming tourists banned.

While level of community readiness to implement sub-projects are crucial during this recovery stage, it is equally important for TRIP II to empower the communities to bounce back quicker and avoid further delays in project implementation of sub-projects.

Methodology

Interviews and stakeholder consultations were completed through face to face meetings in Tongatapu and Eua, and telephone meetings for Vava'u and Ha'apai. Travel to outer islands (except Eua) was not possible with no domestic airline services and the impacts of COVID-19.

The target number of people to interview was 50, however only 44 people were consulted as part of the outreach. The remaining 6 was earmarked for Ha'apai. There was only one interviewee from Ha'apai due to communication network challenges when trying to reach the outer islands by phone.

Findings

Component 1

Community Development Plans – All participants interviewed were familiar with the process and criteria of developing a community development plan with some villages demonstrating confidence that they could develop the plans on their own with supervision from TRIP II.

In large villages such as Kolonga in the eastern district, the review of their CDPs was conducted over 4 days to capture the CDP requirement of 80% participation by the community. Up to 4 meetings in different church halls in the village was conducted at the same time segregated by women, youth and men groups.

The influence of Community Development Plans (CDPs) are visible in the development assistance received from government and other donors where priorities reflected in the plans are being funded or otherwise assisted by project partners. These include water and road projects on the national level.

Local Government Support – Local Government elections in 2019 resulted in an increase of new District Officers (DO) and Town Officers (TO). All returning and new DO and TO participated in an induction training following local government elections. The training clarified their roles and responsibilities and what these officers are obligated to fulfill by law. While most of the officers had served for many years in local government, they explained that they never knew what their roles and responsibilities were in accordance with the law. Their understanding of their roles previously was based on information passed down over the years by previous DO and TO. It is clear that DO and TO undertake roles and responsibilities beyond their legal duties. The training included a reporting mechanism to complete each month and report to Ministry of Internal Affairs.

In Vava'u, the Governor's monthly inspection of beautification initiatives and community development in all communities has strengthened the coordination of district officers, town officers, women groups, and sub-committees to work closely to achieve monthly targets and report accordingly.

Train the Trainer (Capacity Building) – District and Town Officers shared their experience assisting the project team in developing the CDPs for TRIP I and TRIP II, sharing their experience with other communities and participating in training their fellow town officers. The officers' first-hand experience in developing their community's CDP and implementing them made it easy for them to advocate the program especially the percentage of community members required to participate and the community's contribution to the project.

Working Relationship with the PMU – The communities were appreciative of the working relationship with the PMU and the assistance received under TRIP I and look forward to the team's return for TRIP II, understanding that COVID-19 has impacted their work schedule. The community's experience working with TRIP I is that once the work starts for their project, it is implemented efficiently and always completes before the scheduled completion date of the project with ongoing guidance from the project team.

Component 2

In 2019, the project missed the planting season. This is an important factor in terms of plant, grow and harvest planning. The timely 2020 planting season will reflect the anticipated results for component 2.

Increasing Agricultural Activities

The national state of emergency and lockdown period had communities increasing their welfare stock through planting home gardens as part of their self-reliance family/community plans. In addition, the announcement of government's subsidized ploughing initiative has enabled communities to expand and increase their agricultural activities. For cluster farming, assistance from TRIP II can either be 1) Ploughing; or 2) Fencing of plantations. With Government's assistance with ploughing services, cluster farmers can afford ploughing their plantation plots while TRIP II build the fencing keeping the wild boars and animals out of the cluster plantations. This is in addition to TRIP II's provision of selected seedlings for cluster farmers.

Each community organizes appropriate activities to promote home gardens and increase food security preparedness. For example, some villages have informed each home to plant at least 200 manioke/tapioca by the end of July 2020 as part of their food security plan.

Women are increasingly active participants in agricultural activities working in partnership with the men to ensure sufficient food supply for families. Subsistence farming has increased, and community members are confident that they are self-reliant and would not need to rely on remittances. However, households still need to pay for electricity and water bills.

On the other hand, Ha'apai Island was not keen on agricultural sub-projects because they did not have sufficient land for cluster farming. They are also required to travel to other outer islands to plant their crops and they rely more on fishing with sufficient subsistence farming.

Access to Land

Cluster farming provides an opportunity for community members who do not own land to participate in agricultural activities. A minimum of 10 members is required for cluster farming and it is also a good opportunity to include and involve women and youth.

Increase demand from Tongan diaspora

COVID-19 lockdown overseas has resulted in more family and home cooked meals for the Tongan diaspora. As such, there is an increase demand for local crops. Growers and local farmers have started exporting crops to Australia, New Zealand, Hawaii and USA with up to 6 containers a month. These growers did not export crops before and filling up containers are organized through a community growers' network.

Weaving Facilities

Multi-purpose halls that were built in TRIP I is made available for women's weaving and tapa making, however, paid usage of the hall takes priority over the women's weaving and tapa making agenda resulting in women building a temporary weaving shed to avoid using the hall for only half the day or only a few times a week. Additionally, the ink for tapa making stains the hall flooring. TRIP II has considered designing an extension to the multi-purpose halls to accommodate the weaving and tapa making needs for women.



Weaving Shed in Mata'aho, 'Eua (June 2020)

All women interviewed during the mission earn a living from weaving or tapa making, or both. Growers and suppliers of mulberry material (hiapo) for tapa are often men. In a few villages, hiapo is not sold for cash to tapa makers instead it is exchanged with tapas or mats. Hiapo and pandanus are also grown in home gardens. Pandanus that requires soaking in sea water is taken to Nuku'alofa waterfront 15km away from the village (central district).

Cancellation of Annual Handicraft Event

Women earn income from annual handicraft exchange events (known as *katoanga pa'anga*) where Tongan women living overseas travel to Tonga to exchange and buy pre-arranged orders of fine mats and tapa cloth. Each woman exchanges at least TOP10,000 worth of fine mats and tapa. All arranged events for this year have either been cancelled or postponed.

Women in the communities continue to weave awaiting the opening of Tonga's borders, others sell their handicrafts online or store it for family, social and religious obligations. During the lockdown and gathering restrictions, women wove and made tapa at home however for smaller homes with larger families there were not enough space for weaving.

Similarly, other handicraft activities such as wood carving has been affected largely by the absence of cruise ships and declining tourism sector. Wood carvers are now more involved in plantation farming and raising livestock.

Coastal Fishing

The introduction of Special Managed Areas (SMA) by the Department of Fisheries has limited and restricted the access for coastal fishing which impacts the livelihood and income of some families especially in the central districts.

The World Bank funded Tonga: Pathway to Sustainable Oceans project (TongaFish Pathway) provides support to more than 40 coastal communities in Tonga to improve management and recovery of fishery stock and strengthen better regulations of coastal fishing.

Gender and Social Inclusion

Female headed households require the capability and strength of men to initiate agriculture activities. Women interviewed perceived and thought cluster farming and agricultural activities was only for the men, now they are participating in growing hybrid and mix plantation gardens.

Cluster farming allows for the participation of women in agricultural activities empowering self-reliance and increasing welfare stocks. Households with male family members participating in the overseas seasonal workers program for up to 9 months, send remittances home which is used for paid labour in their plantation plots. Women are found to be effective and efficient farm managers.

Community Youth play a key role in implementation and pushing forward development agendas. Community beautification programs, community policing (neighborhood watch), and labour in cluster farming are successful with the active participation of youth. The youth's contribution at plantation plots

and fishing activities are important as life skills and knowledge sharing are transferred between generations.

Sports development is the youth's main priority as commonly reflected in the CDPs. There are opportunities to include, involve and empower youth in agriculture e.g. naming and assigning plantation plots under their names instead of their fathers. This gives them a sense of ownership and responsibility as s/he will feel included (especially in cluster farming). It has been proven successful in most communities who involve youth in their community activities.

Partnerships

TRIP II has created partnerships that complement community development initiatives and assist strengthening community confidence and trust. MORDI TT's presence in the communities as first responders following TC Harold was critical for community confidence that the TRIP II team are assisting the communities even during times when project implementation is temporarily delayed or put on hold due to state of emergencies during disasters.

Opportunities for Improvement

It was commonly expressed by interviewees, the need to improve communication from the PMU to the communities. Communities were interested in an update of any requirements or contribution from community members in preparation for implementation of sub-projects. Specifically, communities wanted to know what and how much their contribution would be to TRIP II so they can prepare accordingly.



Meeting with Town Officers in Eua



Meeting with Youth Leaders in Angaha



Field visit to vanilla plantation



Meeting with kava commercial grower



Youth participation in nursery planting



Meeting with Community Facilitator for Talafo'ou



Meeting with District Officer for Nukunuku



Community Member in Talafo'ou



Chair of Water Sub-Committee in Kolonga



Meeting with Town Officer for Afa

Annex 4: Partnership building

Partnership-Building

Partner Name (may also include networks, multi-stakeholder partnerships etc.)	Details of partnership <i>Indicate whether NGO, INGO, UN agency, Government agency etc. Is the partnership based on written agreement? Provide any additional details about the partnership</i>
Cofinancing partnerships	
Australian DFAT	Tropical Fruits Programme Value Chain Analysis and Market Study, Responding to TC Gita and TC Harold Responding to TC Gita and TC Harold
New Zealand MFA	TC Gita and TC Harold Response Co-Funding Country Project Joint Community Project Responding to TC Harold
Japanese Government	Responding to TC Harold and TC Gita
Japanese International Cooperation Agency	Responding to TC Harold and TC Gita
Korean Government	Responding to TC Harold and TC Gita
UNDP START NETWORK	Responding to TC Harold Responding to TC Harold and Gita
KM and Policy partners	
PIFON	Implementation of FO4ACP Research on Breadfruit
Tokyo University of Agriculture	Market study and Tropical fruits research
USP	
Sunshine Coast University	Socio Economic Assessment of COVID-19 19 on markets in Tonga
Private Sector	
Nishi Trading Mai e Nima National Rugby League Heilala Vanilla	School Garden Promoting Healthy Eating Promoting Healthy Lifestyle Promotion of Vanilla among Growers
Coordination/Implementing Partners	
Tonga Ministry of Finance and Planning Ministry of Agriculture, Food & Fisheries Ministry of Internal Affairs	Coordinating Partner Implementing Partner Implementing Partner

II Nameificationmponent

Staff List

Name	Age	Position	Qualification
1 Soane PATOLO	41	Project Manager	Bachelor of Resources Studies
2 Lorfana POMANA	30	Administration & Finance Coordinator	Bachelor of Commerce (Accounting & IT)
3 'Ikenasio TAULANGOVAKA	35	Component 1 Coordinator	Bachelor of Arts (Accounting & Economy)
4 Tevita TUKIA	37	Component 2 Coordinator	Bachelor of Science (Agriculture)
5 Todd HENRY	38	KM & CCDRM Coordinator	Masters (Environment & Society)
6 Michael Booker	28	Knowledge Management Advisor	Bachelor of Arts
7 Viliami SOAKAI	41	Farming Systems & Farmer Field School Officer	Diploma Education & Agriculture
8 Louina LAULAUPEA'ALU	26	Agricultural Planner & Research Officer	Bachelor of Science (Ecology & Biodiversity)
9 'Amelia HAVEA	21	Community Facilitator & Planner Officer	TNFSC
10 Lopeti Tofa MASIU	28	Community Facilitator & Planner Officer	Certificate (Electricity)
11 Sitiveni 'OFANOVA	31	Senior Agricultural Development Officer	Form 4
12 Sanualio SAMITA	22	Agricultural Value Chain & Research Officer	Diploma Level 5 (Agriculture)
13 Kamipeli LATU	23	Home Garden & Handicraft Officer	Diploma Level 5 (Agriculture)
14 Tominiako FAKATAVA	23	Agricultural Development Officer	Diploma Level 5 (Agriculture)
15 Uinise HOPONOA	25	Agricultural Development Officer	TNFSC
16 Mou'i VAILEA	24	Agricultural Development Officer	Diploma Level 5 (Agriculture)
17 'Oliveti LU'AU	51	Agricultural Development Officer	Form 4
18 Malakai MOALA	38	Agricultural Development Officer	Diploma Level 5 (Agriculture)
19 'Ilaiasi FILIAI	23	Agricultural Development Officer	TNFSC
20 Fonovai MANU	26	Agricultural Development Officer	Diploma Level 5 (Agriculture)
21 Sione TOHOTOA	30	Agricultural Development Officer	Certificate (Agriculture)
22 Lilio KALAPA	36	Administrative Assistant	Dip Level 7 - Business Management
23 'Alisi FOTUKAVA	20	Administrative Assistant	TNFSC
24 'Ilisapesi TAI	28	Administrative Assistant	PSSC
25 Lata FAIVA'ILO	37	Procurement Officer	Certificate (Mechanical Fitter)
26 Mele LONGANI	34	Finance Officer	CESA

Certificate

27	'Apikotoa SITALEKI	22	Knowledge Management Officer		Diploma Level 5 (Agriculture)
28	Mafilate TAUFA	34	Knowledge Management Officer		TSC
29	Kaufaki HAVILI	23	CCDRM Officer		Certificate in Secretarial Studies
30	Siaosi POHIVA	20	CCDRM Officer	Diploma Level 5 (Agriculture)	3

Annex 5: Gender Guidance

A Guide for Developing Project level Gender and Youth Action plan

This note aims to guide the project team through the development of an action plan to improve project performance on gender equality, social inclusion and poverty targeting. The action plan will describe proposed activities aiming at improving the project's performance, related indicators and resources allocated – as per the template provided at the end of the document. The development of the action plan will be based on the team's self-assessment of the project's ability to promote gender equality, youth inclusion and poverty targeting and will have to address shortcomings identified therein. Please complete one by one the three steps together in your project team:

Step 1 - project background

Step 2 - self-assessment checklist on implementation arrangements

Step 3 – action plan development

Why a gender action plan? The action plan is meant to guide project teams through a self-assessment on what works and what doesn't for gender equality, women's empowerment, youth inclusion and poverty targeting, leading to the development of an action plan to improve the project performance in this domain.

How to develop the gender action plan? The planning process is divided into three sequential steps. It is recommended to organize one or more meetings to address the steps one by one to promote ownership of the assessment and the action plan among project staff/implementers.

Who should develop the gender and social inclusion action plan? All project staff should participate in the self-assessment and action planning meetings. The project coordinator is accountable for the action plan and its implementation, with the support of the gender focal point.

ACTION PLAN STEPS

Step 1 – Project background

Step 1 has the objective of providing a quick situation analysis on gender and youth, as well as brief overview of the project and its performance.

This is a self-evaluation of project implementation arrangements' ability to promote gender equality,

Step 2 - Self-evaluation checklist for analysing gender equality and women's empowerment in project implementation arrangements

youth inclusion and poverty targeting. The objective of this second step is to foster discussion and awareness among project team members on the extent to which project implementation arrangements are conducive to the implementation of poverty targeting, gender and youth activities.

Project coordinator and other project team members and self- assess each criteria with the following scoring -> 0 = nothing 1 = partially done 2 = satisfactory 3 = highly satisfactory. Discuss the final scoring result in your team.

The self-evaluation tool is part of [IFAD's Toolkit on Poverty targeting, gender equality and empowerment](#).

Baseline or gender analysis

Score:

-
- ☐ Has a gender-sensitive baseline survey/situation analysis been undertaken?
 - ☐ Were the needs and priorities of different categories of poor men and women assessed?
 - ☐ Have the results of the analysis been used to plan and implement project activities?
 - ☐ Have the project components/subcomponents been analysed from a beneficiary perspective (poor, gender, age)?
-

Project gender strategy/Action Plan

Score: _____

- ☐ Does the project have a specific gender strategy that covers both project management and interventions?
 - ☐ Does the strategy respond to the baseline analysis?
 - ☐ Does the gender strategy also involve men?
 - ☐ Does the strategy differentiate between the needs of young women and young men?
 - ☐ Does it address economic empowerment, decision-making and workloads?
 - ☐ Does it have indicators and timelines?
 - ☐ Are responsibilities for implementation well delineated (who does what)?
 - ☐ Does the strategy link to the various pro-women policies and programmes of the government?
-

Personnel/staff capacity

Score: _____

- ☐ Is a commitment to gender equality reflected in the TORs of PMU staff?
 - ☐ Is the recruitment of women/young staff encouraged?
 - ☐ What is the proportion of women to men staff? At different levels of responsibility?
 - ☐ Has technical gender training been provided to staff, including M&E?
 - ☐ Is there a gender specialist or focal point in the PMU?
 - ☐ Do staff possess the required skills to address gender issues and provide any special inputs/support required by women?
 - ☐ Are women field staff used to deliver goods or services to women beneficiaries, when required?
-

Financing

Score: _____

- ☐ Are funding levels adequate to support implementation of the gender strategy?
 - ☐ Does the project have a system for tracking flow of funds to activities targeted at women compared with men?
-

Ways of working and planning process

Score: _____

- ☐ Do the director and component heads take responsibility for gender mainstreaming in their respective work areas or do they leave it to the gender focal point?
 - ☐ Does the PMU work as a team with the gender focal point?
 - ☐ Are gender equality and women's empowerment issues regularly discussed during staff meetings?
 - ☐ Does the annual work planning and budgeting process include a gender perspective and are specific activities regularly included?
 - ☐ Is the working environment supportive of the specific needs of women staff, particularly field staff (e.g. flexible hours, mobility support, etc.)?
-

Partners and counterparts

Score: _____

- ☐ Was experience in "working with women" a factor in selecting NGOs and other implementing partners?
 - ☐ Do implementing partners make efforts to reach/include poorer women?
 - ☐ Has the project involved institutional/government partners in gender training?
-

Policy environment

Score: _____

- ☐ Does the project engage effectively in advocacy and policy dialogue when needed (to develop conducive policies or remove policy obstacles)?

Operational modalities and delivery mechanisms

Score: _____

- ☐ Are there activities specifically targeted to women to increase their ability to participate (e.g. capacity-building, confidence-building, group formation, leadership training, etc.)?
- ☐ Are any proactive/positive discrimination measures taken (e.g. quotas) to promote women benefiting and participating in key project-related decision-making bodies?
- ☐ Are meetings/consultations with women at the community level as inclusive as possible (i.e. women of different ages, marital status, caste, etc.), for example by holding meetings open to all women, thus changing traditional practices that may exclude specific categories of women, such as widows or young women, etc.)?
- ☐ Has information on the project and how to access benefits and services reached women to the same degree as men, and poor women in particular?
- ☐ Is access to project services simple (e.g. form to fill in, location, language, etc.)?
- ☐ Are beneficiary contributions, where required, affordable to different categories of women?

Monitoring and evaluation

Score: _____

- ☐ Are there specific targets for women (outreach, other?)?
- ☐ Are sex- and age-disaggregated data collected to track outcomes and verify the indicators contained in the logframe?
- ☐ Does the project's M&E system explicitly measure the project's impacts on gender equality and women's empowerment?
- ☐ Does the project conducts qualitative and quantitative analyses to measure progress on gender equality and women's empowerment?
- ☐ Do monitoring reports analyse and interpret data from a gender perspective?
- ☐ Are the findings fed back to beneficiaries (women and men) and stakeholders (PMU and fieldworkers, partner agencies) in an understandable format and in a timely manner to allow project adjustments?
- ☐ Are the tools and methods used for data collection inclusive and gender-friendly (e.g. use of appropriate questions and language; timing of meetings; holding women-only meetings, etc.)?

Total score for your project

Score: _____

Compare the total score with the ranges below:

Gender blind: 0-9

Gender neutral: 10-14

Gender aware 15-19

Gender transformative approaches 20 and over

Step 3: Development of a Gender and social inclusion action plan

You have now arrived to the final step where you will be developing the gender and social action plan. Based on the findings emerged during step 1 and 2. The following outline is suggested for the gender and social inclusion action plan.

Monitoring of the plan

The gender action plan will be regularly monitored to assess progress of its implementation. **The project coordinator is accountable for the timely and effective implementation of the action plan** and will **report on it every three months** to the country director and gender team. The Gender and M&E specialists in the project will support the coordinator in this endeavour.

IFAD country director and the gender team IFAD will assess the implementation of the actions included in the plan and provide support – both remotely and during supervision missions.

1. Introduction

Gender and youth situation analysis:

Context: *The context section should include a very short summary description of your project, its size, implementing partners, objectives, and components. You might also like to include a description of the main achievements of the project in terms of reaching its objectives as well as the main challenges in achieving the objectives. You should refer to the IFAD Policy on Gender and Women's Empowerment.*

Rationale: *The rationale should be an explanation of why your project needs to address gender, and why you expect having a Gender strategy will help achieve project objectives. They could include the conviction that investment in women will pay off in terms of improved project performance (deeper and more sustainable impacts) etc., as well as a requirement of IFAD.*

2. What are the Gender-related Objectives for each of the project's outcomes?

Please indicate what the gender action plan intends to achieve in the project (e.g. *Expand women's access to and control over fundamental assets, such as capital, land, knowledge and technologies? Strengthen their agency and thus their decision-making role in community affairs and representation in local institutions? Improve well-being and ease women's workload? Ensure a more gender-equitable participation in and benefit from planned activities?*)

3. What are the concrete activities that will be implemented meeting the strategic objectives of the IFAD gender policy and contributing to project outcomes?

Please describe which concrete activities will be implemented under each project component to achieve your gender equality and poverty targeting goals. These activities will have to be included in the AWPB and should therefore be described also in terms of who will benefit from them (beneficiaries), financial implications (budget) indicator, target and deadline.

4. Implementing the strategy. Please indicate:

- Who will be responsible for the implementation of the activities described (e.g. implementing providers, project staff, etc.)

5. Gender Mainstreaming within project activities

This section will detail out all the requirements to establish a more gender responsive project delivery mechanism. Each sub component will be elaborated here and will have a check list to help field level implementers to ensure that their implementation is gender responsive. It should look at capacity building/trainings for community people, the quality of the reports that need to be generated, the knowledge products developed etc.

6. Gender mainstreaming at the organizational level

This section should detail what are the requirements to establish gender responsive systems within the organization that will have an impact at the field level. It will look at project staff gender sensitization, selection of implementing partners, targeting performance, Human Resource service rules, etc.

7. Implementation

This section should detail roles and responsibilities. It should also provide a time frame for the implementation of the strategy.

8. Costs and financing

This section should include an estimate of how much you expect it to cost to implement your strategy within the specific time frame, and how you will cover those costs. It should indicate whether costs will be covered through project financing, in-kind contributions, extra-budgetary resources, or other.

9. Risk Management

This section should outline what the possible risks are that might impede the successful implementation of your project gender strategy, for example frequent turnover of staff. It should also say what will be done to mitigate or minimise those risks, such as investment in long term staff development and promotion from within.

10. Summarize the details of the action plan by populating the following table (linking gender-related activities to the project's logical framework)

Component	Related Gender Objective (IFAD Gender SO ¹ 1,2 or 3)	Activities	Performance Indicators	Performance targets	Time/d deadline	Responsibility	Budget ²
Component 1.1 1.2							
Component 2.1 2.2							
Comp. 3							

¹ IFAD's Gender Policy strategic objectives: SO 1-Economic empowerment; SO2 – Voice and representation; SO3 – Equitable workloads and sharing of benefits

² Link to AWPB

Generic Terms of reference for gender/youth focal point in PMU

These terms of reference are for projects who do not have full-time or part-time specialist staff dedicated to gender equality and youth inclusion. They are for situations where project directors have nominated a staff member to be the gender/youth focal point and will undertake this role in addition to their other responsibilities.

Recommended preconditions:

- ✓ Understanding of the general context and/or social issues in the area of IFAD's work.
- ✓ If possible, the project management should guarantee that the focal point will have an allocation of time released from their other duties in order to perform the tasks detailed below.

Roles and responsibilities

Under the general supervision of the Project Coordinator, the project level Gender/Youth Focal Point will perform the activities in three main areas to support project implementation, communication and advocacy.

Implementation of the project

- ✓ Work with each specialist in the PMU to critically review project design to see how each component or sub-component addresses gender/youth issues, and identify opportunities for strengthening implementation from a gender and youth perspective.
- ✓ Review basic project implementation processes and outputs to provide feedback and suggestions on how to achieve best possible project outcomes with respect to targeting, gender equity and women's empowerment/youth inclusion.
- ✓ Ensure adequate attention is paid to gender and youth dimensions of the project in the following:
 - ✓ Preparation of the Annual Work Plan and Budget
 - ✓ Design and implementation of project M&E system
 - ✓ Project Progress Reports
 - ✓ Project Supervision
 - ✓ Human Resource Management of project staff

Communication

- ✓ Liaise with IFAD, on all questions regarding gender/youth from project design through to implementation, knowledge sharing and other requests.
- ✓ Serve as a channel of communication between the project and others working on gender/youth issues in government, implementing agencies, other development projects, and IFAD.
- ✓ Assist colleagues working on the project to access the knowledge and information they may need about gender/youth issues, including sharing best practices.

Advocacy

- ✓ Be familiar with gender/youth policies of the institutions you work with including any national policies, policies of ministries, implementing institutions and financing agencies, including IFAD.

Sensitize all project staff and partners about the necessity to ensure that project outcomes should be achieved with respect for the principle of gender equity and women's empowerment in line with the objectives of IFAD's policy on gender and the Rural Youth Action Plan.

Tonga

Tonga Rural Innovation Project - Phase II Supervision Report

Appendix 5: Mission preparation and planning, TORs, schedules, people met

Mission Dates: 10 June - 16 July 2020
Document Date: 22/09/2020
Project No. 2000001197
Report No. 5494-TO

Asia and the Pacific Division
Programme Management Department

Appendix 5: Mission preparation and planning, TORs, schedules, people met.

COUNTRY OF ASSIGNMENT/LOCATION: Remote supervision

MISSION NAME: Supervision of Tonga Rural Innovation Project Phase II (TRIP II)

MISSION START AND END DATES: 10 June - 16 July 2020

REPORT TO: Tawfiq El-Zabri, Country Director, APR

MISSION COMPOSITION:

PDT:	Expertise / Role
Mr Sakiusa Tubuna	Sub-Regional Coordinator
Ms Jeszel Topacio	Programme Liaison Associate
Ms Tamara Nicodeme	Pacific Countries Programmes Manager
Mr Mattia Prayer Galletti	Targeting and Social Inclusion
Ms Elizabeth Ssendiwalala	Institutions and Gender

Consultants:	Expertise / Role
Mr Anura Herath	Economist, Team Leader
Mr Chu Tuan Dat	Procurement Advisor, Procurement aspects
Mr Edilberto Angeles	Finance Specialist, Financial Management

BACKGROUND:

The Tonga Rural Innovation Project - Phase II (TRIP II) was approved by IFAD's Executive Board in August 2017, and entered into force in February 2018. Its completion and financial closure are expected respectively by March and September 2023. The last Supervision mission was undertaken in April 2019.

The project builds on the success and lessons learned of Phase I, with an underlying theory of change that enhanced community capacity for sustainable infrastructure planning and development, when linked with investment in resilient agriculture production systems, will contribute to improved and sustainable livelihoods for vulnerable households. The project is implemented by the NGO Mainstreaming of Rural Development Innovations Tongan Trust (MORDI TT).

Goal: to contribute to improved and resilient livelihoods for Tonga's rural population".

Development objective: Communities are enabled to plan and manage resilient infrastructure and livelihood activities.

Components:

1. Community Development – will support communities to develop Community Development Plans (CDPs) and, linked to this, provide community economic infrastructure grant funds for rehabilitating or constructing infrastructure. Infrastructure might include: (i) transport and communications (e.g. roads, bridges and wharves); and (ii) communal facilities such as multi-purpose halls (cyclone-proof), and domestic water supplies (village pumps and tanks);
2. Sustainable Economic Livelihoods - will build on the community cohesion and planning skills developed under TRIP I to prepare Community Agriculture Development Plans (CADPs), which reflect target communities' aspirations and ambitions for improved standards of living through support for economic livelihood development activities. Activities are expected to focus on agriculture (in particularly, tax allotments), handicrafts and home gardens.
3. Project Management - to oversee Project implementation and monitoring.

TRIP II will cover all 122 eligible rural communities in Tonga's five main island groups. The 60 TRIP I communities will be assisted to review their CDPs with the objective of preparing CADPs as the basis for support for sustainable economic livelihoods through Component 2. In addition, 62 new communities will be assisted to complete their first round of community infrastructure planning under Component 1.

The focus will continue to be on isolated and marginalized rural communities which are characterized by: (i) increasing vulnerability to the impact of climate change and natural disasters; (ii) having poor access to all types of services; (iii) suffering from higher levels of poverty (compared with Tongatapu); and (iv) facing limited market outlets for rural produce.

MISSION OBJECTIVES AND OUTPUTS:

On March 20th the Government of Tonga declared a state of emergency owing to the global spread of the novel coronavirus (COVID-19), which originated in China. In line with IFAD Project Implementation Guidelines, and given that under current circumstances travel to project area may not be warranted, a Remote Supervision will be undertaken.

The mission will work closely with the Project Management Unit in MORDI-TT to review the implementation progress and the technical quality of the outputs of both Component 1 and 2 activities. The status and quality of project management, financial management, procurement activities, social inclusion and participatory planning, M&E, and safeguards measures will also be assessed.

This supervision will be based on documentation produced in advance by the project, to include: (i) a detailed progress report, with geo-referenced data and pictures of realization (particularly in the case of infrastructure work) and updated logframe; (ii) a detailed account of the implementation of the previous mission's recommendations; (iii) selected financial and procurement documentation as agreed with the FMD Finance Officer and the regional Senior Procurement Officer.

The objectives of the Remote Supervision Mission are to:

- (i) Review implementation progress vis-à-vis the approved Annual Work Plan and Budget and Project Design document;
- (ii) Review status of IFAD's recommended actions (2019 Supervision Mission);
- (iii) Assess compliance with legal covenants and procedures, Project Financing Agreement, Implementation Manual and all relevant IFAD procedures and requirements;
- (iv) In close coordination with the project counterparts, consider and document the merits of any adjustments proposed by Government, MORDI or the mission itself in light of the COVID-19 global pandemic;
- (v) Identify areas that may require implementation support (in-country or remote);
- (vi) Identify specific areas for further in-depth discussion and potential re-design during the Mid-Term Review.

Expected Output

The Mission will deliver the following documents: (i) Supervision Report; and (ii) Aide Memoire. The structure of the Supervision Report shall abide with IFAD Guidelines and Templates. Though certain sections of the report are "Optional" under Partial Supervisions, the Supervision Team will closely coordinate with the PMU to ensure – to the extent possible – the elaboration of all sections of a standard IFAD Supervision Report, outlined below.

INDIVIDUAL RESPONSIBILITIES, EXPECTED OUTPUTS AND REQUIRED COMPLETION DATES

Mr Anura Herath, Team Leader and Sustainable Economic Livelihoods Component. The Team Leader (TL) will be responsible for the overall coordination of the mission and report to the IFAD Country Director for Tonga. The TL will liaise with project counterparts based in Tonga, ensuring that all necessary views and information are duly shared with all team members. The TL will ensure that all deliverables are met in a timely manner and comply with IFAD's required formats and quality standards.

The expert's specific duties will be to:

- (i) Undertake the review of Component 2 performance;
- (ii) Coordinate mission activities, synthesizing its findings and recommendations;
- (iii) Agree with mission members on their work program and expected outputs;
- (iv) Assess the overall project performance and quality of implementation in line with the defined result objectives, legal and financial agreement;
- (v) Review the status of recommendations of the last Supervision Mission, and actions taken;
- (vi) Review the physical/financial progress to date;
- (vii) Analyse the level of synergies resulting from Components – in close coordination with other Team members;
- (viii) In close coordination with the project counterparts, consider and document the merits of any adjustments proposed by Government, MORDI or the mission itself in light of the COVID-19 global pandemic;
- (ix) Consolidate team members' contributions, a. preparing the Supervision Mission Report and Aide Memoire, b. updating the Project Status Report and all Appendices, c. ensuring compliance with IFAD's guidelines, and d. ensuring full consistency between all reports and project ratings;
- (x) Any other task as assigned by the Country Director.

Mr Sakiusa Tubuna – Project Management Component.

The specific duties will be to:

- (i) Lead the review of performance and arrangements under Component 3. Project Management.
- (ii) Contribute to the preparation of mission deliverables as agreed with the Team Leader.
- (iii) Any other task as assigned by the Country Director.

Ms Jeszel Topacio – M&E and Project Management Component.

The specific duties will be to:

- (i) Undertake the review of performance and arrangements under Component 3. Project Management.
- (ii) Assess the M&E system, its contribution to improving project performance, usefulness of M&E data for planning purposes; timely submission and quality of reports; the balance between data collection and analysis; gender-disaggregation of data, adequacy in capturing project achievements including at the outcome level; and the tools that are used to undertake M&E functions;
- (iii) Update the logical framework to reflect results achieved in terms of outputs and outcomes at the time of mission and how they contribute to achieving the project goal;
- (iv) Contribute to the preparation of mission deliverables as agreed with the Team Leader.
- (v) Any other task as assigned by the Country Director.

Ms Tamara Nicodeme – Community Development Component, M&E and KM, and COVID-19 project adjustments. The specific duties will be to:

- (i) Undertake the review of Component 1 performance;
- (ii) Review the M&E and KM plans and their current status of implementation;
- (iii) Assess the extent to which the Project has adequate systems/mechanisms in place for knowledge management and sharing, in order to capture, generate, document, and disseminate project experiences, approaches, innovations and good practices.
- (iv) In close coordination with the project counterparts, and with inputs from other mission members, consider and document the merits of any adjustments proposed by Government, MORDI or the mission itself in light of the COVID-19 global pandemic, and reflect these in the AWPB;
- (v) Contribute to the preparation of mission deliverables as agreed with the Team Leader;
- (vi) Any other task as assigned by the Country Director.

Mr Mattia Prayer Galletti – Community Development Component, and Targeting, Gender and Social Inclusion. The specific duties will be to:

- (i) Undertake the review of Component 1 performance;
- (ii) Assess project gender and poverty focus as well as effectiveness of targeting, in compliance with IFAD's relevant policies. This will involve assessing the quality and implementation of project targeting and gender mainstreaming strategy; the extent to which the Project is reaching out to its intended target group, particularly women and the youth, as identified in the PIM; and whether the project M&E system is gender/youth sensitive and project targeting performance is properly monitored and reported on;
- (iii) Review status of QAG and PCR recommendations;
- (iv) Contribute to the preparation of mission deliverables as agreed with the Team Leader;
- (v) Any other task as assigned by the Country Director.

Ms Elizabeth Ssendiwalwa – Component 3. The specific duties will be to:

- (ii) Undertake the review of MORDI's long-term strategy;
 - (iii) Contribute to the preparation of mission deliverables as agreed with the Team Leader;
 - (iv) Any other task as assigned by the Country Director.
-
- (i) Mr Edilberto Angeles, Financial Management Specialist. The expert will:
 - (ii) Review the quality of the projects' financial management systems and financial reporting. Assess the strengths and weaknesses of project financial management systems, internal controls and financial reporting systems in line with IFAD's fiduciary requirements; assess the extent of usage of automated processes (accounting software) to prepare withdrawal applications, financial statements and other financial reporting;
 - (iii) Prepare estimates of disbursements for balance of current financial year and for the next financial year;
 - (iv) Review the projects disbursement performance and provide comment on the projects performance (expected vs. actual);
 - (v) Review the management of project Special Accounts and other project accounts and adequacy of month-end bank reconciliation processes;
 - (vi) Review the need for reallocations and compliance with financial covenants. Recommend actions to improve the financial management of the project;
 - (vii) Review the project's compliance with IFAD's procurement requirements, including procurement planning, and maintenance of asset and contract registers. Conduct post reviews of the main procurement activities executed. Provide recommendations for improvement where necessary;

- (viii) Review a sample of Fixed Asset procurements to verify that the asset is properly recorded in the Fixed Asset register and in the accounting system; sample test check physical existence and appropriate labelling of assets;
- (ix) Review a sample of Statements of Expenditure (SOEs) to ensure eligibility of expenditure, coherence with SOE thresholds and availability of appropriately filed supporting documentation (including Contract Monitoring Forms (CMFs)), in line with the project's LTB and IFAD's Loan Disbursement Handbook section 3; record the findings of SOE reviews in a separate annex, clearly identifying any ineligible expenditure or expenditure for which required supporting documentation was not available;
- (x) Identify current risks arising from material deficiencies and propose practical recommendations for improving financial management functions and/or staffing for financial operations needed to mitigate risk and prepare a Summary Risk Analysis Framework;
- (xi) Review and follow up on compliance with loan covenants; and
- (xii) Contribute to the preparation of the mission Aide Memoire as agreed with the Team Leader.
- (xiii) Any other task as assigned by the Country Director.

Mr Dat Chu Tuan, Procurement Advisor. The expert will:

- (i) Review the current Procurement Plan in order to assess it has been fully updated and upgraded, ascertain its completeness, its concurrence with the AWPB, and its consistency with the country systems and/or IFAD Procurement Guidelines and Handbook;
- (ii) Provide support, advice and recommendations on the following: a. The thresholds, ceilings and preferences to be applied in the implementation of procurement under the project; b. The contract types and contractual arrangements for goods, works and consulting services required to implement the projects; c. The proposed methods of procurement; d. The related IFAD review procedures and provide suggestions to improve the overall quality of the procurement processes;
- (iii) Review a minimum sample of 10% of all procurement contracts for compliance;
- (iv) Carry out spot checks on past procurement activities and assess the extent these adhere to Government and/or IFAD Procurement Guidelines and Handbook; in particular, verify that the goods, services and works procured correspond with the approved AWPB and Procurement Plan, in terms of quality and quantities;
- (v) Review the procurement, contracting and implementation processes and timeliness and appropriateness of procurement actions;
- (vi) Assess contract administration and management procedures;
- (vii) Assess the procurement capacity of all entities to be reviewed in terms of manpower, levels of training of procurement staff, work environments and independence of procurement staff to carry out their statutory assignments;
- (viii) Conduct specific analysis of value for money (VFM) at all levels and the reasonableness of prices for: a. Goods, equipment, etc. using available price indicators; b. Civil Works, compared to locally accepted standards and prices; and c. Services compare quality-output to international standards and prices;
- (ix) Determine whether adequate systems are in place for procurement planning, implementation and monitoring, and whether documentation are maintained as per required standards and can be relied upon, based on the procurement filing checklist compiled by the Project/Programme's Procurement Officer;
- (x) Verify to the extent possible, whether goods, works and consulting services contracted were supplied/completed according to the required specifications and technical standards;
- (xi) Review issues identified in the previous procurement review and aide-mémoire and procurement related issues identified in project audit reports;
- (xii) Identify deficiencies and make recommendations for improvements and control mechanisms in the procurement procedures and processes;
- (xiii) Conduct a review of any significant changes in the borrower/recipient's procurement system and practices, and ensure project procurement procedures and systems are updated accordingly;
- (xiv) Review/update the Procurement Risk Assessment, using the IFAD Procurement Risk Matrix (Module I of the IFAD Procurement Manual);
- (xv) Assess further procurement staff training needs and ensure relevant training is planned and provided to project management and procurement staff in a timely manner;
- (xvi) Timely inform the Project/Programme of the ongoing/completed procurement activities that will be subject to review and request the relevant documentation to be submitted to IFAD before the start of the mission;
- (xvii) Regularly meet with the Project's/Programme's Procurement Officer and any other project/programme staff member via Skype, Zoom or any other telecommunication application/conferencing service as needed;
- (xviii) Contribute to the preparation of the mission Aide Memoire as agreed with the Team Leader.
- (xix) Any other task as assigned by the Country Director.

DOCUMENTATION

The following documentation will be made available to consultants prior to the assignment:

- IFAD project design report;
- Project Implementation Support;
- 2019 Support Mission report;
- Financing agreement and LTB;
- LGS report on financial history;
- AWPB;
- RIMS Baseline survey;
- Audit reports;
- IFAD Supervision Report Template;
- Reporting requirements.

BACKGROUND DOCUMENTATION (TO BE PROVIDED BY THE PMU)

- Table on physical progress vis-à-vis AWPB
- Financial Performance (expenditures, the old appendix 5 of supervision reports) - Loan disbursement table for IFAD funds by expenditure category, by component, by year and cumulative, since project start showing expenditures, commitments and balance
- Financial progress by component against 2018/2019 and 2019/2020 AWPB, and detailed actual financial expenditures by components/activities and by financiers since the project start
- Updated logframe with results achieved (outputs and outcomes) against the targets for each indicators as of 30 April 2020
- Status of actions agreed from previous Supervision
- Examples of Community and Agricultural Development Plans (at least 2 each)
- Table of procurement actions (from implementation of the procurement plans), showing procurement actions, dates of completion, pending actions and planned timelines - as well as a list of procurements subject to ex-post review and the contracts register.
- Log of actions taken on the 2018 audit recommendations.
- Withdrawal Applications submitted, processed and pending, and any issues in processing SOEs and WAs.
- A table of staffing showing the number of staff at the national, division and district levels, including their qualifications and positions/responsibilities.
- Major outputs of knowledge management including studies, success stories, etc.
- M&E manual and plan, KM plan, gender strategy and action plan, MORDI long-term strategy
- PIM (revised)

Tentative Remote Supervision Mission Schedule

Schedule	Days	Activity
10st June	1	Mission debriefing (virtual meetings between Mission Team and PMU)
15nd June – 17th June	4	Analysis of previously agreed supporting documents – provided by the PMU This analysis may be integrated (if relevant) with virtual meetings with the PMU and project stakeholders, aimed at providing additional information to the Mission Team
18th June – 10th July	3	Report writing (Aide Memoire and Supervision Mission Report)
14th July	1	Report consolidation (and internal Mission Team meeting)
16th July	1	Presentation of main findings to project counterparts

Supervision Mission Report Outline

Volume 1

Project Info (generated by ORMS)

Mission Objectives and Key Conclusions

Overview and Project Progress

Overall Assessment (Key SIS indicators)

Development Effectiveness

Sustainability and Scaling up

Project Management

Financial Management and Execution

Relevance

Project Modifications

Lessons Learned

Agreed Actions

Logframe

Appendix1: Financial Progress Tables

Appendix 2: Physical Progress Tables

Appendix 3: Compliance with Financial Covenants
Volume 2

Appendix 4: Mission ToRs, planning documents, protocols of mission (optional)

Appendix 5: Procurement

Appendix x: Any technical or financial annexes

IMPORTANT NOTE:

IFAD will accept only the reports that have been properly formatted using the template, which will be provided separately. The Team Leader is responsible for preparing the main report and annexes in the required format, and ensuring that the working papers submitted by the individual team members are consolidated in one single document and in the correct format. He/She will compile the full report, including his/her own contributions and those of all the mission members into one consistent final and complete report and submit it to IFAD on or before the agreed deadline.

Tonga

Tonga Rural Innovation Project - Phase II Supervision Report

Appendix 6: Procurement

Mission Dates: 10 June - 16 July 2020
Document Date: 22/09/2020
Project No. 2000001197
Report No. 5494-TO

Asia and the Pacific Division
Programme Management Department

Procurement Review Working Paper

Project name: Tonga Rural Innovation II
Mission dates: 10 June – 16 July 2020

Project Name: Project name: Tonga Rural Innovation Project II
Name of Procurement Specialist: Chu Tuan Dat
Mission Dates: 10 June – 16 July 2020
Field Locations: Kingdom of Tonga

Contents

i.	Review of Procurement Plan	2
ii.	Review of Ongoing/Completed Procurement Activities and Documentation	2
iii.	Review of Contract Administration and Management	2
iv.	Review of project's procurement filing system and the ease of document retrieval	2
v.	Review of issues identified in the previous procurement supervision and aide-mémoire and procurement related issues identified in project audit reports	3
vi.	Assessment of further procurement staff training needs	3
vii.	Review of any significant changes in the Borrower/Recipient's procurement system and practices	3
viii.	Key findings and conclusions from the PRM assessment update	3
ix.	Procurement performance indicator rating and justification	3
	Annex 1: No-Objection Checklists for Post Review	6
	Annex 2: No-Objection Checklists for Post Review Checklist – PROCUREMENT PLAN	9

i. Review of Procurement Plan

Procurement Plan 2019-2020:

An updated Procurement Plan (PP), including 1 package for goods and 6 packages for consulting services, with a total of USD 133,860.00, of which USD 27,600.00 for goods and USD 106,260 for consulting services, was submitted to the Mission. PMU also submitted this PP through NOTUS. The PP has followed IFAD PP template with method and thresholds entered. Procurement packages are relatively small and common procurement methods used for goods is National Shopping (NS) and Single Source Selection (SSS) for consulting services.

Comments were made to the PMU that the quantity of goods/works/services in the updated PP is inconsistent with AWPB, in which allocated budgets for works, equipment & materials and goods services, and consultancies are USD 5,053,423, USD 582,659, and USD 555,364, respectively. PMU needs to revise the PP to include all the Project's proposed, on-going, and implemented contracts aligning with AWPB. PMU is advised to get supports from the IFAD's Procurement Specialist to expedite the revisions and resubmit the PP to IFAD in August 2020 through NOTUS for No Objection (NO). The Mission recommended Moderately Unsatisfactory (3) rating for this section.

ii. Review of Ongoing/Completed Procurement Activities and Documentation

By end of April 2020, the Project have procured 3 packages, namely procurement of project vehicles, procurement of IT equipment, and construction of New Eua Community Pack house at Ohonua. These contracts were signed in November 2018 and all of the contracts were completed before the last review mission. National Shopping method was used. The Mission noted that no procurement has been undertaken during the review period, i.e. from the last review mission in April 2019 to this mission.

Among the 3 procured packages, PMU provided procurement documents of IT equipment contract valued at 134,078.60 TOP to the mission for review. RFQ was sent to 3 potential vendors and only 2 vendors submitted quotations. General procedures, including RFQ, duration for preparation of quotations, evaluation report, letter of acceptance, letter to unsuccessful tenders, certificate of final inspection, and contract, are complied with IFAD's Procurement Handbook and Guidelines. However, there are some concerns as follows:

- Evaluation was conducted by a panel of 3 members, including Chief Operation Officer – Finance and Administration, Community Development, and an Administrator. Surprisingly, the Procurement Officer was not in the Evaluation Committee.
- Evaluation still used scoring system (commercial and technical score: 35 points; financial score: 15 points) instead of pass/fail system.

The Mission granted Moderately Satisfactory (4) rating for this section.

iii. Review of Contract Administration and Management

Currently, there is no on-going contracts. The 3 executed contracts were implemented in a short time. The role of contract administration and management is currently assigned to the Finance and Administration Coordinator and Procurement Officer with support from technical specialists. No problem was found in contract management. Based on the above-mentioned facts, the Mission recommends the Satisfactory (5) rating for this section.

iv. Review of project's procurement filing system and the ease of document retrieval

Documents of procurement transactions were requested by the Mission. However, PMU was able to provide procurement documents of only one contract out of three contracts during the mission. This showed that the record retention system of PMU is not so good and needs to be improved. PMU is advised that records of all procurement transactions need to be filed and stored and be available on request. Based on the assessment, the Mission recommends Moderately Satisfactory

Procurement Review Working Paper

Project name: Tonga Rural Innovation II
Mission dates: 10 June – 16 July 2020

(4) rating for this section.

v. **Review of issues identified in the previous procurement supervision and aide-mémoire and procurement related issues identified in project audit reports**

The agreed actions in relation to procurement in the last supervision missions have been partially implemented. A Procurement Officer, Mr. Lata Faiva'ilo, was recruited and works closely with the Administration and Finance Coordinator, Mr. Lofan Pomana. The procurement of equipment and materials under AWPB 2018 – 2019 was completed in April 2019 and an incompleting PP was submitted.

One year delayed was observed for the procurements, including (i) procurement of planters and harvesters; (ii) procurement of compost machines; (iii) procurement of mobile briquette machines; and (iv) procurement of fencing material for acre mangrove mud crab fettering pen and vertical RAS for on land fettering unit, that were agreed in the last review mission. These procurement packages were supposed to be launched in July 2019, but invitations have not yet been issued till now. As a result, none of procurement packages was executed in the reviewed period. The delay is caused by poor implementation progress of social mobilisation in Project's Component 1 and Component 2.

vi. **Assessment of further procurement staff training needs**

Two procurement trainings were conducted, including Financial and Procurement Training in April 2018 in Fiji and Procurement and NOTUS training in November 2018 in Tonga. There was no procurement training organised in the review period. The Administration and Finance Coordinator and Procurement Officer reported that currently they do not have difficulties with procurement. The Mission does not foresee staff training needs for the time being, however, training needs will be assessed again in the coming procurement review mission.

vii. **Review of any significant changes in the Borrower/Recipient's procurement system and practices**

There are no significant changes in Recipient's procurement and practise were observed.

viii. **Key findings and conclusions from the PRM assessment update**

- Procurement plan should be updated regularly and furnished to IFAD for No Objection.
- PMU is advised to make sure that at least 3 vendors offering quotations when NS procurement method is used to ensure competition. To achieve that, PMU may (i) send RFQs to more than 3 potential vendors; and (ii) request potential vendors to send confirmation on whether to submit quotations or not and send RFQ to other vendors as needed to make sure that at least 3 vendors confirm to submit quotations.
- PMU should use pass/fail system instead of scoring system in evaluation for IS/NS procurement method.
- Procurement filing system need to be improved to ensure the availability of procurement documents on request.

ix. **Procurement performance indicator rating and justification**

Pillars	Rating	Justification
A. Review of Procurement planning	3	Procurement planning exhibits significant shortcomings and inconsistencies across some of the requirements. Project implementation is negatively impacted and delayed; implementation support is required; resolution of issues/constraints is likely but will take some time.

Procurement Review Working Paper

Project name: Tonga Rural Innovation II
Mission dates: 10 June – 16 July 2020

Pillars	Rating	Justification
B. Process and Procedures: from prequalification to bidding	4	Processes and procedures applied exhibit some gaps and inconsistencies that have limited impact on project implementation and performance. Implementation support is required, however, prompt resolution of issues/constraints is likely.
C. Process and Procedures: from evaluation to awards	4	Processes and procedures applied exhibit some gaps and inconsistencies that have limited impact on project implementation and performance. Implementation support is required, however, prompt resolution of issues/constraints is likely.
D. Contract management	5	Processes, procedures and systems for administration, supervision and management of contracts exhibit minor shortcomings that have no impact on project implementation and performance.
E. Record Retention	4	The project's record retention exhibits some weaknesses. Implementation support is required, however, prompt resolution of issues/constraints is like
Overall	4	Processes, procedures and systems applied exhibit some gaps and inconsistencies that have limited impact on project implementation and performance. Implementation support is required, however, prompt resolution of issues/constraints is likely.

x. **Recommendations for improvement and follow-up actions for the Borrower/Recipient and/or IFAD**

a) **Recommendations**

Agreed Actions	Responsibility	Agreed Date
Procurement Plan Submit a revised updated Procurement Plan to IFAD for No Objection.	Procurement Officer, Administration and Finance Coordinator	30 August 2020
Expedite Delayed Procurements These procurements are: (i) procurement of planters and harvesters; (ii) procurement of compost machines; (iii) procurement of mobile briquette machines; and (iv) procurement of fencing material for acre mangrove mud crab fettering pen and vertical RAS for on land fettering unit.	Procurement Officer, Administration and Finance Coordinator	31 December 2020
Filing systems Store all procurement documents, including advertisements of invitations, bidding documents, RFQs, bids, quotations, bid/quotation evaluation reports, contracts, liquidations, handover documents, and related files, records, and exchange correspondences for each procurement (goods, works and consultancies) from start to end.	Procurement Officer and Administrator	Immediately

Procurement Review Working Paper

Project name: Tonga Rural Innovation II
Mission dates: 10 June – 16 July 2020

b) Follow up

Recommendation	Follow-up action	Responsibility	Agreed Date
Submission of the revised updated Procurement Plan to IFAD for No Objection	Update the Procurement Plan including proposed, on-going, and completed contracts. IFAD will undertake a follow up remote review of progress procurement action in October 2020.	Procurement Officer, Administration and Finance Coordinator	30 August 2020
Expedite delayed procurements	Draft bidding documents/RFQs IFAD will undertake a follow up remote review of progress procurement action in October 2020.	Procurement Officer, Administration and Finance Coordinator, Project Manager	31 December 2020
Improve record retention system	Complete files for each procurement (goods, works and consultancies) from start to end IFAD will undertake a follow up remote review of progress procurement action in October 2020.	Procurement Officer, Administration and Finance Coordinator, Administrator	Immediately

Procurement Review Working Paper

Project name: Tonga Rural Innovation II
Mission dates: 10 June – 16 July 2020

Annex 1: No-Objection Checklists for Post Review

A. NO Checklist for Post Review of Procurement of Goods – Procurement of IT equipment

#	Description	Check	Remarks
A.1	NO Checklist for Prior Review of Draft Bidding Documents – Procurement of IT equipment		
A.1.1	General		
1.	Is the procurement in accordance with the Financing Agreement and Letter the Borrower, or any subsequent changes reflected in mission reports (e.g. Supervision, Mid-Term Review, Back-to-Office Reports, Aide- Memoires, correspondence, etc.)?	<input checked="" type="checkbox"/>	Yes, the procurement was in according to the FA and LTB.
2.	Is the procurement consistent with the approved AWPB and PP?	<input checked="" type="checkbox"/>	
A.1.2	Adequacy and Quality of the Bidding Documents		
3.	Bidding documents include instruction to the bidders	<input checked="" type="checkbox"/>	RFQ
4.	Inclusion of adequate currency arrangements	<input checked="" type="checkbox"/>	
5.	Qualification and evaluation criteria present	<input checked="" type="checkbox"/>	Specifications were part of the RFQ
6.	Conditions for non-conforming, non-compliant, and or non-responsive bidders included	N/A	Not Applicable
7.	Explicit indication of IFAD as the source of the funding	<input checked="" type="checkbox"/>	
8.	Exclusion of brand preferences, and when brands are stated, appropriate language related to equivalence is included	<input checked="" type="checkbox"/>	Brand preferences were not mentioned
9.	Specifications or Statement of Work (SOW) describing requirements and/or technical specifications	<input checked="" type="checkbox"/>	Specifications were clearly mentioned
10.	Reasonableness of the bid submission deadline	<input checked="" type="checkbox"/>	14 days for quotation preparation
11.	Clarity and propriety of the borrower's use of preferences (e.g. the method by which domestic bidders may be favoured)	N/A	Not applicable in NS method
12.	Insurance requirements	N/A	Not applicable
13.	Procurement security requirements (bid, advance payment and performance securities)	N/A	Not applicable
A.1.3	Other Issues		

Procurement Review Working Paper

Project name: Tonga Rural Innovation II

Mission dates: 10 June – 16 July 2020

#	Description	Check	Remarks
14.	Review of compliance with relevant provisions in the IFAD General Conditions for Agricultural Development Financing, Project Procurement Guidelines, Procurement Handbook, any ancillary IFAD Procurement Documents/Templates, IFAD Policy on Preventing Fraud and Corruption, the Financing Agreement and Letter to the Borrower	<input checked="" type="checkbox"/>	
15.	Review of unusual provisions (e.g. large advance payments)	<input checked="" type="checkbox"/>	No unusual provisions were found
16.	Review of proposed attachments to be included in the bidding documents	N/A	Not applicable
17.	Review of borrowers'/recipients' list of proposed bidders to receive the invitation of bids	N/A	Not applicable
18.	Review of draft contract	N/A	Not applicable
19.	Review of other information as IFAD may reasonably request	N/A	Not applicable
A.2	NO Checklist for Prior Review of the Bid Evaluation Report		
1.	Number of bidders who submitted by the deadline	<input checked="" type="checkbox"/>	2 vendors submitted their quotes by the deadline
2.	The receipt and opening of bids conducted in accordance with established rules and procedures	N/A	Not applicable
3.	Preliminary Examination done effectively, with all bidders who graduate to Technical Evaluation having complied administratively	N/A	Not applicable
4.	Technical Evaluation was done effectively, delineating how each evaluation criteria was met (or not) by all the bidders	<input checked="" type="checkbox"/>	The vendor offered lowest bid was rejected because of commercial conditions. Evaluation still used scoring system (commercial and technical score: 35 points; financial score: 15 points) instead of pass/fail
5.	Financial Evaluation was done effectively, including the correction of arithmetic errors and currency conversion, with documentation showing notification to and acceptance by bidders of arithmetic error correction, as applicable	<input checked="" type="checkbox"/>	
6.	Ranking of the bidders following all of the above	<input checked="" type="checkbox"/>	All the bidders are ranking accordingly

Procurement Review Working Paper

Project name: Tonga Rural Innovation II

Mission dates: 10 June – 16 July 2020

#	Description	Check	Remarks
7.	An annex with: i. The minutes of the public bid opening (checking for consistency between the data contained in the Bid Opening Report, e.g. number of bidders, date of bid opening, etc. and those included in the Bid Evaluation Report) ii. The evaluation forms, signed by the TEC iii. Proof of publication of the SPN, where applicable	N/A	Not applicable
8.	Other information as IFAD may reasonably request: It would in most cases be relevant to request evidence of the evaluation carried out by each member of the TEC (score cards, evaluation sheets, etc.)	N/A	Not Applicable
A 3	NO Checklist for Prior review of the Draft Contract		
1	Ensure consistency between the draft contract and the contract form provided as part of the bidding document, and between the price contained in the contract and that in the evaluation report (to which IFAD provides its NO)	N/A	Not applicable

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Annex 2: No-Objection Checklists for Post Review Checklist – PROCUREMENT PLAN

#	Description	Check	Remarks
A	Procurement Planning (for entire PP)		
1.	Are there planned dates for all procurements?	<input checked="" type="checkbox"/>	No
2.	Are the planned dates consistent with the procurement process and methods?	<input checked="" type="checkbox"/>	Yes
3.	Are the procurement methods consistent with the estimated budget for each procurement?	<input checked="" type="checkbox"/>	Yes
4.	Is the reviewed Procurement Plan an updated one?	<input checked="" type="checkbox"/>	Yes
5.	How many updates of the current Procurement Plan were submitted for the year?	<input checked="" type="checkbox"/>	Once in year, however, needs to send to IFAD on regularly/quarterly basis.
6.	How many upgrades of the current Procurement Plan were submitted for the year?	N/A	N/A
B.	Bidding Process (for each procurement)		
1.	Is the item in the Procurement Plan?	N/A	PMU did not put completed contracts in PP
2.	Is there a formal Procurement Requisition that initiates the process?	<input checked="" type="checkbox"/>	Yes, the formal process is used for purchase requisition
3.	Is the Method proposed in the PP used?	N/A	PMU did not put completed contracts in PP
4.	Is enough done to demonstrate that competition was achieved?	<input checked="" type="checkbox"/>	Yes, there is a due process and given opportunity for open competition for NCB
5.	Is there time provided for bidders to request and receive clarifications, before the submission deadline?	<input checked="" type="checkbox"/>	Not clearly mentioned, but bidders can do that during 14 days of quotation preparation
6.	Is there sufficient time allotted for bidders to prepare quotations, bids and proposals	<input checked="" type="checkbox"/>	Yes, 14 days for quotation preparation
7.	Ensure that no late bids were accepted	<input checked="" type="checkbox"/>	Not seen any evidence of late bid submission
C.	Evaluation Process (for each procurement)		
1.	Was Preliminary Examination done?	N/A	Not applicable
2.	Are there objective and justifiable reasons for rejections at Preliminary Examination?	N/A	Not applicable
3.	Was Technical Evaluation done?	<input checked="" type="checkbox"/>	Yes
4.	Are there objective and justifiable reasons for rejections at Technical Evaluation?	<input checked="" type="checkbox"/>	No, but can be done through score system

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5.	For QCBS and QBS was a Technical Evaluation Report submitted to and no-objected to by IFAD before the Financial Proposal(s) was/were opened?	N/A	Not applicable
6.	For all advertised procurement, were bidders informed of the (technical) evaluation outcome?	<input checked="" type="checkbox"/>	Yes, unsuccessful bidders were informed of results.
7.	Were the bidders given sufficient explanation as to their performance at the (technical) evaluation, if one or more requested this information?	N/A	None
8.	Were bidders given enough time to submit a challenge/protest?	<input checked="" type="checkbox"/>	Not found
9.	For consulting services under QCBS, QBS and LCS, was there a formal opening of financial proposals?	N/A	Not applicable
10.	Was Financial evaluation done and properly?	<input checked="" type="checkbox"/>	
11.	Were corrections to Bidders' financials/prices were done, is there correspondence to show that the bidders were (i) notified and (ii) accepted the correction?	<input checked="" type="checkbox"/>	Not found
12.	Are there objective and justifiable reasons for rejections at Financial Evaluation?	<input checked="" type="checkbox"/>	No, financial bids were scored
13.	For consulting services under QCBS, were bidders provided the results of the combined evaluation and accorded sufficient time to challenge/protest?	N/A	Not applicable
14.	Were challenges/protests received? Were they handled properly?	<input checked="" type="checkbox"/>	Not found
D.	Award and Negotiations (for each procurement)		
1	Was award done after all challenges/protests were received?	<input checked="" type="checkbox"/>	
2	Ensure that negotiations were not held for Goods and Works	<input checked="" type="checkbox"/>	
3	Ensure that negotiations were held for consulting services?	<input checked="" type="checkbox"/>	
4	Did the negotiations significantly alter (i) the scope, (ii) the duration and (ii) the prices?	-	
E.	Contract, Contract Administration and Management Process (for each procurement)		
1	Was the Contract signed by both parties? (A copy must be evident in file)	<input checked="" type="checkbox"/>	Yes
2	Has the contract the standard commercial and contractual terms required for a proper procurement agreement, as per relevant category and method?	<input checked="" type="checkbox"/>	

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3	Is the procurement requirement (terms of reference, description of services, schedule of requirements, technical specifications) expressed in the contract as consistent with the successful bidder's bid, evaluation report and negotiated outcome?	<input checked="" type="checkbox"/>	Yes
4	Was a Contract amendment made to extend time/add funds/add scope?	<input checked="" type="checkbox"/>	No
F.	Implementation Support Mission Reviews		
F.1	Review of the procurement process		
1	Review of the Procurement Plan	<input checked="" type="checkbox"/>	Yes. PP needs to be updated more regularly
2	Review of the formal requests/requisition	<input checked="" type="checkbox"/>	Yes
3	Review of the number of days bidding documents were issued for	<input checked="" type="checkbox"/>	
4	Review of the evaluation outcome	<input checked="" type="checkbox"/>	
5	Review of the handling and management of procurement securities (for e.g. bid, advance payment, performance and retention securities), as appropriate	N/A	Not applicable
6	Review of the effectiveness of the procurement practices, processes and procedure, generally	<input checked="" type="checkbox"/>	
F.2	Review of final contract		
1	Check that the original signed contract amount is consistent with the relevant evaluation report and draft contract, and that any revisions made to the contract during its implementation were based on NOs provided by IFAD as and when required	<input checked="" type="checkbox"/>	
F.3	Review of contract implementation		
1	The review includes contract administration and management; ensuring that the contract administration and management actions follow benchmarked and/or laid-down principles and processes, that contract performance was of the required quality and within the expected timeframe, and that the contract (and/or project) outputs and outcomes were realized. This review will include handling and management of contract provisions and documents (advance payment recovery, performance security administration, timeliness of payments, liquidated damages, contract amendments, etc.)	<input checked="" type="checkbox"/>	