

**DFID** Department for  
International  
Development

CNTR 077717 &  
CNTR 078014

Livelihoods Resource  
Centre

Quarterly Report  
September 2009





**CNTR 07 7717**  
**CNTR 07 8014**

## Quarterly Report 2009/10

No 9, September 2009



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(20066255, 2007018)

This report provides details of activities undertaken by the consortium managing the Livelihoods Resource Centre (LRC) during Quarter 2 of Financial Year (FY) 2009-2010.

It covers two contracts: CNTR 07 7717 – for Core Services, and CNTR 07 8014 – a Framework Agreement for work commissioned by the LRC on behalf of the Department for International Development (DFID).

An overview of work undertaken under the Core Contract and Commissioned Service Contract is followed by a summary of current issues and action points for the next quarter.

## CNTR 07 7717 Core Services

### LRC Website

The Organisations Database on the LRC website contains the details of 67 organisations from around the world that work in the livelihoods and rural development sectors.

A summary of website use, drawn from figures produced by the webstats package is shown below.

MONTH	VISITS	MOST POPULAR PAGE	AVERAGE PAGES VISITED/DAY	AVERAGE PAGES/VISIT
Monthly average during the last quarter	418	-	13	1.5
July 2009	803	Organisations Database	45	1.8
August 2009	986	Organisations Database	31	1.2
September 2009	743	Thematic Area Page	47	1.9
Monthly average for this quarter	844	-	41	1.63

### LRC e-Bulletin

A summary of e-Bulletin distribution is shown below.

MONTH	RECIPIENTS	OPENED	UNSUBSCRIBED	USERS WHO CLICK LINKS	MOST POPULAR LINKS
Monthly average during last quarter	236		3		-
July 2009	251	75	7	36	<a href="http://www.youtube.com/user/Livelihoods">http://www.youtube.com/user/Livelihoods</a>
August 2009	251	68	7	33	<a href="http://projects.dfid.gov.uk/">http://projects.dfid.gov.uk/</a>
September 2009	248	72	3	28	<a href="http://issuu.com/scriptoria/docs/raising_voices?">http://issuu.com/scriptoria/docs/raising_voices?</a>

## Website Enquiries

A summary of enquiries received via the website during this quarter is shown below.

Organisation	Nature of enquiry
Practical Action	Request to include a Practical Action Climate Change course in the September e-Bulletin and on the website
Professional Alliance for Conservation Agriculture (PACA)	A request to be included in our organisations database on the website.
Khanya-African Institute for Community-Driven Development	Would like to subscribe to the e-bulletin

## Core Services – Financial Update

Actual expenditure for start-up costs and core services costs for the current Financial Year 1 April 2009 – 31 March 2010 are summarised as:

### LRC Start-up Costs – Actual Expenditure

CONTRACTED BUDGET (£)	Q1 ACTUAL;	Q2 ACTUAL	Q3 ACTUAL	Q4 ACTUAL	YTD	2007/08 SPEND	2008/09 SPEND	BALANCE
43,439.00	0.00	22.00	0.00	0.00	22.00	40,679.56	911.86	1,825.58

### LRC Core Service Costs – Actual Expenditure

CONTRACTED BUDGET (£)	Q1 ACTUAL;	Q2 ACTUAL	Q3 ACTUAL	Q4 ACTUAL	YTD	2007/08 SPEND	2008/09 SPEND	BALANCE
125,331.00	10,408.27	13,802.40	0.00	0.00	24,210.67	25,928.62	31,126.85	44,064.86

## CNTR 07 8014 Commissioned Services

### New Requests

New requests received during this quarter:

1. Increasing Agricultural Potential in Afghanistan – still in the pipeline at the end of the quarter;
2. Management Consultant – Helmand Alternative Livelihoods Programme – commissioned during this quarter
3. Administrative Analysis of Forest and Environment Sector Programme – still in the pipeline at the end of the quarter.

### Ongoing Requests

The Andean Change Mid-term Review request, which was still in the pipeline from the previous quarter was cancelled during the current quarter.

Total requests received to end September 2009 and their outcomes are shown in the table below.

Assignment Category	Total	Current Pipeline	Commissioned (on-going)	Commissioned (complete)	Not Commissioned
Sourcing Consultants	3	0	1	1	1
Managing Studies under the OJEU Limit	37	2	5	13	17
Managing Studies over the OJEU Limit	12	0	9	2	1
Professional Development	3	0	0	3	0
Event / Conference Management	10	0	0	5	5
Other Livelihood Services	2	0	1	1	0

Assignment Category	Total	Current Pipeline	Commissioned (on-going)	Commissioned (complete)	Not Commissioned
Total	67	2	16	25	24

## Climate Change Desk

In addition, seven requests were received through the Climate Change Desk which the LRC operates in conjunction with DEW Point and Ti-Up. These were:

1. TA to Government of Tajikistan for the Start-up of the Pilot Programme for Climate Resilience (PPCR) – commissioned through the LRC during this quarter (see below);
2. Productive Safety Nets Programme: Phase II, Ethiopia – still in the pipeline;
3. Updating the climate desk flyer – completed by DEW Point as a core enquiry;
4. Climate change training and development courses – completed by DEW Point as a core enquiry;
5. DFID Strategic Programme Review – still in the pipeline;
6. Trainer for climate change adaptation – completed by DEW Point as a core enquiry;
7. Climate Project Memorandum Development – completed by DEW Point as a core enquiry.

## Ongoing Commissioned Work

There were 16 ongoing contracts during this quarter, four of which were signed during the quarter.

The new assignments were:

1. Design of Helmand Growth Programme;
2. Joint Donor Review of NEPAD IFPRI Collaborative Research and Capacity Building Programme;
3. Management Consultant – Helmand Alternative Livelihoods Programme;
4. TA to Government of Tajikistan for the Start-up of the Pilot Programme for Climate Resilience (PPCR). This request was received through the climate change desk and was commissioned through the LRC.

Details of these new assignments can be found in Appendix 1.

The table below provides a summary of all ongoing commissioned work at the end of the quarter.

### Ongoing Commissioned Work at the end of Q2 of FY 2009/10

CNTR No.	Assignment Name	Summary	Contract Value
<b>Sourcing Consultants</b>			
PO 4538	DFID Food Group Policy Advice and Support	Identifying and contracting a consultant for a short-term role within DFID's Food Group	£43,616
<b>Professional Development</b>			
-	-	-	-
<b>Studies</b>			
07 8173	African Livestock Product Trade Strategy	Facilitating the development of a livestock commodity trade strategy with the African Union	£42,512
PO 4375	Review of DFID's Agriculture Policy	Reviewing DFID's policy in the light of the current food crisis and identifying options for DFID's approach to agriculture and food security over the medium term.	£83,680
PO 5063	Design of Helmand Growth Programme  <b>NEW</b>	Identifying and supplying a team of experts to design the Helmand Growth Programme.	£94,480
PO 4793	Support for National Actors to Develop an Extended National Adaptation Plan for Action on Climate Change	Supplying a team of experts to help Nepal develop a NAPA for climate change with an emphasis on adaptation to climate change impacts on agriculture and food security.	£45,600
PO 4981	Joint Donor Review of NEPAD IFPRI Collaborative Research and Capacity Building Programme  <b>NEW</b>	Supplying a consultant to work as part of a joint donor team to review IFPRI's support to CAADP.	£32,375
<b>Assignments over the OJEU Limit</b>			
PO 3937	Afghanistan Improving Evidence of Livelihoods Programmes (formerly Monitoring and Evaluation	Two-year M&E/impact assessment resource pool for livelihoods programmes in	£999,526

CNTR No.	Assignment Name	Summary	Contract Value
	Technical Assistance)	Afghanistan	
08 8517	Renewable Natural Resources and Growth, Global Study	Scoping study to feed into the design of a programme of research linking renewable natural resources and growth	£252,574
PO 5050	Bangladesh Food Prices Policy Work	Support evidence-based recommendations to GoB and its development partners on policy responses to the impacts of food price inflation	£247,025
08 8510	Mid-term Review of Research into Use Programme	Carry out a mid-term review of DFID's ongoing Research into Use Programme	£118,869
PO 4171	Congo Basin Forest Fund Interim Coordinator and Support	Provision of small team to act as interim coordinators for the fund	£159,966
PO 4472	Climate Change Key Sheets	To produce a number of key sheets intended to improve the information available to DFID staff trying to integrate climate change opportunities and risks into their development activities.	£119,995
PO 4922	Supporting Agri-food Supply Chains	To promote agri-food supply chains from Africa to the UK that address development issues including poverty alleviation and inclusion of small scale growers.	£190,631.65
PO 5060	Management Consultant – Helmand Alternative Livelihoods Programme  <b>NEW</b>	Provision of a management consultant to support HALP by undertaking a market analysis of the wheat industry.	£775,651
PO 5085	TA to Government of Tajikistan for the Start-up of the Pilot Programme for Climate Resilience (PPCR)  <b>NEW</b>	Supplying technical assistance to the Government of Tajikistan as it participates in the Pilot Programme for Climate Resilience.	£338,113
<b>Other Livelihoods Services</b>			
07 09/10 167 500 024 CW 010	Support for International Presenters to Support Agriculture Policy in Nepal on	Supplying international presenters to attend two World Bank workshops on fertilisers and	£4,450

CNTR No.	Assignment Name	Summary	Contract Value
	Cooperatives and Fertilizers	cooperatives in Kathmandu and providing logistical support to enable presenters to attend.	

### Financial Update for this Quarter

The total spend for commissioned work this quarter stands at £296,655.30. The total spend this financial year stands at £1,879,661.46. See Appendix 2 for details.

## Current Issues and Action Points Arising for the Next Quarter

- Deputy Head of Profession Jane Clark has now moved to the Climate and Environment Group to take up the post of Senior Climate Change Advisor. Everyone at LRC wishes Jane every success in her new role and welcomes Paula Chalinder, who will be taking over as Deputy HoP.
- The Mid-term Review of the LRC was completed during this quarter. A meeting between the LRC and the Head of Profession and Deputy Head of Profession was held on 17 September, at which the draft review report was discussed and a list of action points arising from the report agreed. The review report, incorporating the list of actions, was subsequently finalised. The list of actions can be found in Appendix 3.

The LRC team has already started work on the agreed actions and it is planned that the majority will be completed before Christmas.

- As part of the work to address the recommendations of the Mid-term Review, Ruth Sparrey will be returning to the LRC team to assist with the agreed changes to the core services. Ruth is due to return from maternity leave on 20 October.
- An amendment to the core services contract will be submitted in early October in order to give Ruth Sparrey some days for working on the core services between October and January. The amendment will involve transferring days between team members and no additional funds will be required.
- A date for the next meeting of the LRC consortium has been fixed for 25 November so the outcomes of the Mid-term Review can be discussed with the other consortium members.
- Donald Lunan will be stepping back from his LRC work to focus on other work from mid-September until mid-January.
- Security clearance for Samantha Salmon is now in hand and it is hoped that she will be able to work from Palace Street on a regular basis once this comes through.
- The LRC Manager has now been issued with a DFID laptop that will allow the team to access DFID systems, including Teamsite and advisors' schedules.

# APPENDIX I

## Details of New Assignments



# ASSIGNMENT SUMMARY SHEET

<i>Assignment title:</i> Design of Helmand Growth Programme <i>Job Number:</i> 2008232		<i>Country:</i> <b>Afghanistan</b>
<i>Location within Country:</i> Helmand		<i>Professional staff provided</i> <i>No. of staff:</i> 3
<i>Commissioning DFID Department:</i> DFID Afghanistan		<i>No. of staff-days</i> 187
<i>Start date:</i> 03/09/09	<i>Completion date:</i> 30/11/09	<i>Maximum contract value:</i> £173,270
<i>Name of associated firm/ organisation, if any:</i> Upper Quartile		<i>No. of staff-days provided by associated firm:</i> 187
<i>Senior staff involved and functions performed:</i> Gavin Jones – Team Leader David Critchton – Economist Maggie Marr – Project Manager		
<i>Detailed narrative description of project:</i>  DFID signed a commitment to support the Government of Afghanistan (GoA) implement its National Priority Programmes in Helmand. The purpose of the agreement is to increase the economic opportunities of the rural poor in Helmand including those who make a living from growing poppy. This project forms part of the agreement as the contracted team will design a four-year, £36 million programme which will continue to build GoA capacity, credibility and outreach through delivering a comprehensive, integrated and sustainable programme of infrastructure, enterprise and market development to increase economic growth and licit livelihoods.		
<i>Detailed description of services provided:</i>  The LRC contracted Upper Qualite to provide technical input for this programme. The team were required to produce a design document, comprising Programme Memorandum, Logframe and Annexes, for the Helmand Growth Programme. The programme memorandum includes mainstreaming of gender, counternarcotics and conflict sensitivity. It also makes recommendations on the programme scope and impact, monitoring, evaluations and communications, GoA capacity building and programme and financial management.  The programme was designed to be flexible to take different shapes in different districts. The design was informed by outcomes of participatory needs assessment with beneficiaries, lessons learned from HARDP and other programmes and a consultation record.		

# ASSIGNMENT SUMMARY SHEET

<i>Assignment title:</i> <b>Joint Donor Review of NEPAD Collaborative Research and Capacity Building Programme to inform and track the implementation of CAADP</b>		<i>Country:</i> <b>USA / Multi-country -Africa</b>
<i>Job Number:</i> 2009058		
<i>Location within Country:</i> <b>Washington / Various</b>		<i>Professional staff provided:</i> <b>1</b>
<i>Commissioning Department:</i> <b>DFID Palace Street</b>		<i>No. of staff-days</i> <b>45 days</b>
<i>Start date:</i> <b>24th July 2009</b>	<i>Completion date:</i> <b>28<sup>th</sup> October 2009</b>	<i>Maximum contract value:</i> <b>£32,375</b>
<i>Name of associated firm/ organisation, if any:</i>		<i>No. of staff-days provided by associated firm:</i> <b>45 days</b>
<i>Senior staff involved and functions performed:</i> <b>Terri Sarch</b>		
<i>Detailed narrative description of project:</i> <p>NEPAD requested the support of IFPRI to help accelerate the AU/NEPAD CAADP to stimulate agricultural productivity and growth and to reduce poverty in Africa. The purpose of this project was to review the work done by IFPRI in supporting CAADP. The objective was to improve capacity of the NEPAD Secretariat to monitor and evaluate CAADP and raise the prominence of agriculture at national level across Africa. The review also assessed how likely the IFPRI project is to meet its purpose to enable Regional Economic Communities to accelerate the implementation of CAADP at regional and country levels, with improved coordination among other stakeholders, including development partners, and also to make recommendations on whether and how to take forward this work. Specifically the review was asked to look at which tasks IFPRI should continue to implement and which tasks should be implemented by others.</p>		
<i>Detailed description of services provided:</i> <p>DFID contracted HTSPE to source a consultant to work as part of a two-person joint donor (with SIDA) team in a team to complete the review. The experts met with IFPRI and completed an initial literature review, before going on to undertake a more detailed review. This information was used to develop checklists for use during stakeholder consultations, which fed into the final report. A review meeting was subsequently held to discuss the report and decide the way forward.</p>		

# ASSIGNMENT SUMMARY SHEET

<i>Assignment title:</i> Helmand Alternative Livelihood Programme		<i>Country:</i> Afghanistan
<i>CNTR Number:</i> Kabul/Helmand		<i>Professional staff provided</i> <i>No. of staff:</i> 4
<i>Location within Country:</i> Kabul/Helmand		<i>No. of staff-days</i> 305
<i>Commissioning DFID Department:</i> DFID Afghanistan		<i>No. of staff-days</i> 305
<i>Start date:</i> 02/09/09	<i>Completion date:</i> 15/03/10	<i>Maximum contract value:</i> £775,651
<i>Name of associated firm/ organisation, if any:</i>		<i>No. of staff-days provided by associated firm:</i>
<i>Senior staff involved and functions performed:</i> Tim Ekin – Team Leader Tom Morrision – M&E Specialist Khaista Yousafzai – Local Consultant Sarah Gray – Value Chains Specialist		
<i>Detailed narrative description of project:</i> To support the implementation of the Helmand Provincial Governments counter-narotics (CN) alternative livelihoods plan 2009/2010 by undertaking a market analysis of the wheat industry in Helmand in order to identify opportunities for economic growth and the development of alternative livelihoods in Helmand, supplying technical assistance to farmers and building capacity building of the Provincial Government.		
<i>Detailed description of services provided:</i> A team of four consultants with various expertise provided staggered inputs over seven months. The team conducted an initial assessment of the context of the Helmand wheat and wider agricultural market, the existing capacity and potential areas of corruption. They developed the existing logframe and completed an inception report. The delivery phase of the project included providing technical assistance, implementing value-adding activities and making recommendations on future developments. The programme had an emphasis on monitoring and evaluation (M&E) and capacity building. A programme of capacity building was also designed, and MAIL extension workers trained.		

# ASSIGNMENT SUMMARY SHEET

<i>Assignment title:</i> TA to the Start-up of the Pilot Programme for Climate Resilience (PPCR) in Tajikistan		<i>Country:</i> Tajikistan
<i>CNTR Number:</i>		
<i>Location within Country:</i> Dushanbe		<i>Professional staff provided</i> <i>No. of staff:</i> 4
<i>Commissioning DFID Department:</i> Country Operations Group		<i>No. of staff-days</i> 494
<i>Start date:</i> 1 October 2009	<i>Completion date:</i> 30 June 2010	<i>Maximum contract value:</i> £338,114
<i>Name of associated firm/ organisation, if any:</i> AEA Technology		<i>No. of staff-days provided by associated firm:</i> 494
<i>Senior staff involved and functions performed:</i> Cinzia Losenno - International technical expert Denise Oakley - Communications & stakeholder engagement expert Ayesha Siddiqi - Adaptation specialist / Research consultant Ilhom Rajabov - Regional / national expert (climate change / adaptation specialist)		
<i>Detailed narrative description of project:</i> <p>Tajikistan has recently accepted an offer to participate in the Pilot Program for Climate Resilience (PPCR). The objectives of the PPCR are: to pilot and demonstrate approaches for integration of climate risk and resilience into development policies and planning; to strengthen capacities at the national levels to integrate climate resilience into development planning; and to scale-up and leverage climate resilient investment, building upon other ongoing initiatives and to enable learning by doing and sharing of lessons at the country regional and global levels.</p> <p>This consultancy aims to provide critical local support to the Government of Tajikistan in this process.</p>		
<i>Detailed description of services provided:</i> i. Briefed the GoT on the PPCR and programming details; ii. Initiated dialogue with GoT and identified key activities already undertaken or ongoing activities that may contribute to PPCR program preparation; iii. Facilitated and supported GoT ownership of the PPCR process, including at the highest levels of government, in relevant sectoral ministries/committees, and at the implementation level; iv. Provided technical assistance to the GoT in preparing and overseeing a country-owned proposal and funding request for government-executed tasks under the PPCR. This included work with the MDBs, UNDP, UNEP, and other UN agencies, bilateral donor agencies, civil society organizations, research institutes, and private sector actors, including co-ordination of inputs; v. Ensured dialogue and coordination with the participating MDBs throughout the assignment to ensure that expectations of both GoT and the MDBs are balanced and realistic.		

# APPENDIX II

## Commissioned Services: Actual Expenditure



## Annex2: LRC Framework Agreement: Actual Expenditure

Financial Year: 01 April 2009 - 31 March 2010

Completed	FY2007-2008
Completed	FY2008-2009
Completed	FY2009-2010

LRC Assignment	Contract	Apr09 - Mar10	Q1	Q2	Q3	Q4	Year to Date (Actual plus Forecast for Current Year)	2007/08	2008/09	2010/11	Total Contract Amount	Completed Assignment
Number	Number	Commissioned	Actual	Actual	Forecast	Forecast		Actual Spend	Actual Spend	Forecast		Under Spend
008	CNTR 07 8126	0.00	0.00	0.00	0.00	0.00	0.00	13,527.23	0.00	0.00	13,527.23	6,771.52
002	CNTR 07 8151	0.00	0.00	0.00	0.00	0.00	0.00	12,496.50	0.00	0.00	12,496.50	225.00
010	CNTR 07 8173	-1,070.00	0.00	0.00	0.00	0.00	0.00	10,810.70	27,205.34	0.00	38,016.04	Ongoing
015	CNTR 07 8203	0.00	0.00	0.00	0.00	0.00	0.00	12,665.00	0.00	0.00	12,665.00	9,899.00
003	CNTR 07 8207	0.00	0.00	0.00	0.00	0.00	0.00	10,856.70	0.00	0.00	10,856.70	896.10
018	CNTR 07 8215	0.00	0.00	0.00	0.00	0.00	0.00	30,517.00	12,383.00	0.00	42,900.00	0.00
020	GEG CMU1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,733.00	0.00	3,733.00	92.00
021	CNTR 07 8250	0.00	0.00	0.00	0.00	0.00	0.00	21,210.00	0.00	0.00	21,210.00	0.00
024	CNTR 08 8368/PO 3937	826,290.63	103,603.86	54,015.41	334,335.68	334,335.68	826,290.63	0.00	175,844.65	0.00	1,002,135.28	Ongoing
025	RNRAT 008	0.00	0.00	0.00	0.00	0.00	0.00	1,511.50	3,141.80	0.00	4,653.30	121.70
027	CNTR 08 8347	973.22	0.00	0.00	0.00	0.00	0.00	27,856.53	0.00	0.00	27,856.53	973.22
028	CNTR 08 8361	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53,299.06	0.00	53,299.06	5,446.94
029	CNTR 08 8420	0.00	0.00	0.00	0.00	0.00	0.00	0.00	58,019.60	0.00	58,019.60	9,019.40
031	RNRAT 015	0.00	0.00	0.00	0.00	0.00	0.00	745.00	0.00	0.00	745.00	0.00
032	CNTR 08 8410	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,471.19	0.00	10,471.19	273.81
033	CNTR 08 8432	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35,758.98	0.00	35,758.98	26,336.02
036	CNTR 08 8454	0.00	0.00	0.00	0.00	0.00	0.00	0.00	147,837.08	0.00	147,837.08	124,768.67
038	CNTR 08 8476/PO 5050	75,037.78	29,305.40	45,716.06	0.00	0.00	75,021.46	0.00	181,786.63	0.00	256,808.09	16.32
039	CNTR 08 8507	0.00	0.00	0.00	0.00	0.00	0.00	0.00	94,782.90	0.00	94,782.90	0.00
040	DFIDB 08 451	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28,510.78	0.00	28,510.78	2,282.03
037	CNTR 08 8517	0.00	0.00	0.00	0.00	0.00	0.00	0.00	225,441.18	0.00	225,441.18	0.00
042	RNRAT 010	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,472.51	0.00	11,472.51	222.49
044	CNTR 08 8510	0.00	0.00	0.00	0.00	0.00	0.00	0.00	112,833.28	0.00	112,833.28	0.00
045	CNTR 08 8557/PO 4171	77,191.21	48,079.51	20,038.78	0.00	0.00	68,118.29	0.00	112,652.29	0.00	180,770.58	9,072.92
047	CNTR 08 8595/PO 4922	143,022.96	32,686.54	60,123.66	50,212.76	0.00	143,022.96	0.00	47,608.68	0.00	190,631.64	Ongoing
048	CNTR 08 8563	0.00	0.00	0.00	0.00	0.00	0.00	0.00	69,009.79	0.00	69,009.79	0.00
049	GT1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	0.00	4,000.00	0.00
050	CNTR 08 8582	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24,385.00	0.00	24,385.00	0.00
054	PO 4375	0.00	0.00	0.00	0.00	0.00	0.00	0.00	56,511.99	0.00	56,511.99	27,167.51
057	FG 08-09/006	16,723.88	5,534.06	0.00	0.00	0.00	5,534.06	0.00	24,341.12	0.00	29,875.18	11,189.82
058	PO 5063	94,480.00	0.00	56,757.45	37,722.55	0.00	94,480.00	0.00	0.00	0.00	94,480.00	Ongoing
059	PO 4538	43,616.00	10,906.35	16,443.36	16,266.29	0.00	43,616.00	0.00	0.00	0.00	43,616.00	Ongoing
060	PO4484	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,062.99	0.00	6,062.99	357.01
063	PO 4472	104,033.63	13,913.04	0.00	90,430.43	0.00	104,343.47	0.00	0.00	0.00	104,343.47	Ongoing
065	PO 4793	45,600.00	18,276.75	13,006.74	14,316.51	0.00	45,600.00	0.00	0.00	0.00	45,600.00	Ongoing
066	PO 40015782	11,810.00	9,283.99	0.00	0.00	0.00	9,283.99	0.00	0.00	0.00	9,283.99	2,526.01
067	PO 4846	51,039.95	27,753.65	0.00	0.00	0.00	27,753.65	0.00	0.00	0.00	27,753.65	23,286.30
068	PO 4981	32,375.00	0.00	20,885.70	11,489.30	0.00	32,375.00	0.00	0.00	0.00	32,375.00	Ongoing
070	PO 5060	404,221.95	0.00	9,668.14	197,276.91	197,276.91	404,221.95	0.00	0.00	0.00	404,221.95	Ongoing
072	Pipeline (Cameron-Oct)						0.00	0.00	0.00	0.00	0.00	Pipeline
073	Pipeline (Tajikistan-Oct)						0.00	0.00	0.00	0.00	0.00	Pipeline
	Pipeline (IAPA)						0.00	0.00	0.00	0.00	0.00	Pipeline
<b>TOTAL</b>		<b>1,925,346.21</b>	<b>299,343.15</b>	<b>296,655.30</b>	<b>752,050.43</b>	<b>531,612.59</b>	<b>1,879,661.46</b>	<b>142,196.16</b>	<b>1,527,092.84</b>	<b>0.00</b>	<b>3,548,950.46</b>	<b>260,943.79</b>

## Appendix 4: LRC CORE SERVICES COSTS: Actual Expenditure

Financial Year: 01 April 2009 - 31 March 2010

CONTRACTED	Q1	Q2	Q3	Q4	YTD	2007-08	2008-09	Balance
BUDGET	Actual	Actual	Actual	Actual	Total	Actual	Actual	
125,331.00	10,408.27	13,802.40	0.00	0.00	24,210.67	25,928.62	31,126.85	44,064.86

## Appendix 4: LRC START-UP COSTS: Actual Expenditure

Financial Year: 01 April 2009 - 31 March 2010

CONTRACTED	Q1	Q2	Q3	Q4	YTD	2007-08	2008-09	Balance
BUDGET	Actual	Actual	Actual	Actual	Total	Actual	Actual	
43,439.00	0.00	22.00	0.00	0.00	22.00	40,679.56	911.86	1,825.58

# APPENDIX III

## Agreed Actions Arising from LRC Mid-term Review



## List of Agreed Actions Arising from LRC Mid-term Review

Recommendation	Discussion/Action	Timing/Responsibility
<p><b>1. Communications strategy developed for the Livelihoods Cadre</b></p> <p>A strategy to make the work of livelihoods advisers more noticeable and better understood.</p> <p>Within this we should also aim to strengthen the skills of advisers to communicate, together and with others.</p>	<p>Higher level action to tie in livelihoods work with DFID overall communications strategy</p> <p>Contract up to 10 days of core time for communications specialist to work with nominated replacement for Jane Clark.</p> <ul style="list-style-type: none"> <li>• Agree ToR and workplan</li> <li>• Recruit suitable consultant with communication expertise</li> <li>• Complete review and agree recommendations next steps</li> </ul>	<ul style="list-style-type: none"> <li>• 20 Oct – DFID/LRC (Ruth Sparrey)</li> <li>• 25 Oct – LRC to identify possible candidates</li> <li>• Before 31 December</li> </ul>
<p><b>2. LRC website to operate but with a revised remit</b></p>	<p>Immediate action to make simple updates to website to ensure it is friendly to DFID advisers for commissioning and signposting.</p> <p>Ensure role of website is addressed at the higher level comms review in 1 above.</p>	<ul style="list-style-type: none"> <li>• LRC (Ruth) by 30 November</li> </ul>
<p><b>3. LRC website front page</b></p>	<p>To have summary of livelihoods connect with automatic link and where possible feeds.</p> <p>Contact IDS to clarify status of livelihoods connect and personnel responsibilities in view of recent IDS reorganisations.</p>	<ul style="list-style-type: none"> <li>• LRC (Ruth) by 30 November</li> <li>• LRC – Ruth/Matt by 30 October</li> </ul>
<p><b>4. All commissioned work under LRC is placed on the website</b></p>	<p>This to be done for all previous work where there are no confidentiality requests by the advisers.</p> <p>The website to be updated on a monthly basis with a summary of key points arising from the completed commissioned work.</p> <p>System for advisers to sign off at commissioning to agree that work to be put on website to be reactivated and strengthened.</p>	<ul style="list-style-type: none"> <li>• LRC – Ruth by 30 November</li> <li>• LRC - Ruth</li> <li>• LRC – Ruth/Matt</li> </ul>

	<p>LRC to proactively encourage advisers to include paid time for dissemination work within existing contracts to ensure dissemination.</p> <p>Improve the quality of consultants and the way consultants share their learning and strive more for excellence rather than “adequate or good” as reported.</p>	<ul style="list-style-type: none"> <li>• LRC Contracts – Matt</li> </ul>
<b>5. PLOW resources</b>	<p>Short paper on status of PLOW and options costs to be prepared (1 page)</p> <p>Spare PLOW CDs to be provided to Jane’s successor and to Terri S for dissemination as required.</p>	<ul style="list-style-type: none"> <li>• LRC – Matt by 2 October</li> <li>• LRC team – now</li> </ul>
<b>6. Organisation database</b>	<p>Vetting procedure with references to be put in place</p> <p>Broaden scope and update organisational database.</p>	<ul style="list-style-type: none"> <li>• LRC Ruth – 30 November</li> <li>• LRC Ruth - 30 November</li> </ul>
<b>7. Meetings and events</b>	<p>Active and automatic feeds to be added to updated website.</p>	<ul style="list-style-type: none"> <li>• LRC – Ruth by 30 November</li> </ul>
<b>8. E-Bulletin</b>	<p>This to be replaced by a bimonthly livelihoods cadre newsletter to issue from the HOP but to be developed by LRC in collaboration with Jane’s successor.</p>	<ul style="list-style-type: none"> <li>• DFID – LRC by 30 October</li> </ul>
<b>9. Livelihoods Teamsite is updated regularly</b>	<p>Teamsite will be updated regularly</p> <p>Role of teamsite to be included in the overall livelihood communications review.</p>	<ul style="list-style-type: none"> <li>• LRC – Ruth</li> <li>• DFID - LRC</li> </ul>
<b>10. Staff responsibilities</b>	<p>Matt Roberts (LRC Programme manager) will have overall responsibility for LRC and specific responsibility for the contracting and delivery of programmes. Ruth Sparrey (HTSPE Project Director) will return to the office from maternity leave and will have lead responsibility for the LRC core services. Ruth Sparrey will be assisted by Ruth Philips (MSc Environment)</p>	<ul style="list-style-type: none"> <li>• LRC – contract amendment to reflect changes to be submitted by 2 October</li> </ul>
<b>11. DFID – LRC relationship strengthened</b>	<p>A continuing close and collaborative working relationship to be developed with Jane’s successor when appointed and time set aside for briefing, and agreements for regular update, contact and reporting.</p>	<ul style="list-style-type: none"> <li>• DFID - LRC</li> </ul>

<b>12. Principles and ways of working</b>	More energy needs to go into the core work. There needs to be a culture where <b>we strive for excellence</b> in all we do: our communications, our consultants and the quality and amount of lesson learning and synthesis. The present relationship is assessed as at best adequate or good and often has elements of work being ignored or not done. We need to work to a vision of being the best resource centre partnership we can be for the resources available.	DFID and LRC commitment to quality
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