



UN Development Programme
Trinidad & Tobago - Port of Spain



Project No.

Project Title:

Disaster Risk Reduction in the most vulnerable communities

Start Year:

2006

End Year:

2007

Implementing Partner (Executing Agency):

ODPM

Cooperating Agency:

MoNS

Responsible Party (Implementing Agency):

UNDP T&T

Budget as of October 20, 2006			
(UN exchange rate: US\$1.00 = TT\$6.25)			
Item	Fund	Amount (TT\$)	Amount (US\$)
Budget		62,500	10,000
GMS Fee			
Total Budget		62,500	10,000
Allocated Resources			
Unprogrammed/Unfunded			

Revision Type:

Brief Description:

With rapid economic growth and urbanization in Trinidad and Tobago, coupled with the replacement of the National Emergency Management Agency (NEMA) with a newly mandated agency the Office of Disaster Preparedness and Management (ODPM) it is necessary to revise any public education programme that is relevant to the disaster preparedness and management in Trinidad and Tobago. In light of this, the objective of this project is to develop a comprehensive public education tool, which will be used to foster public understanding and awareness in two areas viz: 1) enhanced understanding of the role and function of the ODPM, and 2) greater awareness of the scope of hazards that are specific to each of the islands of the nation state of Trinidad and Tobago. The project will be implemented by the ODPM and will yield as outputs two specific DVD's which will present user-relevant educational content prepared in a situational context for maximum public education impact.

Agreed by:

Mrs. Jennifer Boucaud-Blake, Permanent Secretary, MoNS

Date:

Agreed by:

Dr. Inyang Ebong-Harstrup - Resident Representative, UNDP

Date:



**Government of the Republic of Trinidad and Tobago
and
The United Nations Development Programme**

**Project Title:
Disaster Risk Reduction in the Most Vulnerable Communities**

Starting Date:	TBD
Expected Ending Date:	TBD
Total Budget:	US\$ \$10,000.00
Executing Agent:	Office of Disaster Preparedness and Management (ODPM)

Brief Description: With the shifting trend in Disaster Management coupled with changing climatic conditions it is necessary to revise any public education programme that is relevant to the environment. In light of this, the objective of this project is to develop a comprehensive public education tool, which will be used to foster public understanding and awareness in two areas viz: 1) enhanced understanding of the role and function of an agency such as the ODPM, and 2) greater awareness of the scope of hazards that are specific to each of the islands of the nation state of Trinidad and Tobago. The project will be implemented by the Office of Disaster Preparedness and Management (ODPM) and will yield as outputs two specific DVD's which will present user-relevant educational content prepared in a situational context for maximum public education impact.

Section I - Project Narrative

Part I - Situation Analysis

Trinidad and Tobago (T&T) is situated in the South Eastern Caribbean with a territory of 5128 sq. km. and a population of 1.3 million. The country is prone to dangerous natural disasters, which cause serious damage to people and economy, reverting years of development gains. Among them are earthquakes, hurricanes, tsunamis floods, mudslides, severe weather and industrial disasters.

Trinidad and Tobago (T&T) is experiencing a phase of continued economic growth driven primarily by expansion in the energy sector, with the resulting rapid and uncontrolled urban development. Despite this economic growth, and despite the existence of a comprehensive development plan (Vision 20/20), Trinidad and Tobago is simultaneously experiencing social decay marked by increasing crime, environmental degradation.

Despite fragile deteriorating environment and frequent nature of disasters in region, it is widely recognized that the Government can not give enough attention to the preventive measures without an active participation of the civil actors and population at large.

Ministry of National Security (MoNS) is directly responsible for coordination of activities in implementation of preventive measures, mitigation, preparedness, response and recovery.

Community based disaster management has been incorporated into the Country Cooperation Framework (CCF) and will be included in the future UNDAF and Country Programme Document (CPD) as an area of UNDP intervention.

Furthermore, public education & awareness and community-based disaster reduction have been identified by the TAT as the main directions for the operationalization of the new ODPM and as an area of UNDP support to national disaster risk management and reduction.

The objective of the Disaster Risk Reduction through Community Education and Awareness initiative is to engage civil actors and the population at large in Trinidad and Tobago in a process of evaluating the factors that cause disasters in the country and identifying actions to reduce and/or transfer risks of disaster-related losses.

Part II - Strategy

Traditionally, the focus of the main actors' attention in disaster management in Trinidad and Tobago has been disaster response and reconstruction with little attention given to preventative measures. However, natural and man-made disasters will remain and possibly increase in scope in future due to the global climate change. Therefore, promoting an informed, alert and self-reliant community, capable of playing its full part in support of and in cooperation with government, in all relevant disaster management matters and establishment of the efficient disaster preparedness and mitigation mechanisms at the local level are the main priorities of the project.

The most vulnerable communities, village municipalities, schools will be the main beneficiaries of the project.

The previous experience of emergency situations revealed the population's unawareness of the most dangerous natural and man made disasters and their consequences. There is a lack

of knowledge on proper conduct in emergency situations and the institutional mechanism of response and support.

Disasters happen at community level and they may affect several communities at one and the same time. Therefore, communities' involvement and participation in relevant aspects of preparedness, response and recovery actions is important. At the same time, the leadership at local level is another very significant factor in disaster management, and it is particularly important for the Local Governments to have a good understanding of leadership at this level.

The project will pilot a more decentralized community based approach to:

1. Raising awareness of risks in vulnerable communities of Trinidad and Tobago and their education on proper preparation before and during disasters in order to preserve life and minimize losses
2. Increasing capacity of local communities for risk assessment, disaster preparedness planning and mitigation activities.

Public awareness and education campaigns will ensure that disaster-prone communities are kept aware of the risks and vulnerabilities that may apply to them.

Objective

- To create greater awareness of the disaster agency and its role and functions
- To sensitise the community to the fact that Trinidad and Tobago is vulnerable to hazards other than hurricanes and flooding
- To reduce people's vulnerability to hazards' impacts
- To link disaster management to sustainable development – showing that there is a connection between the two and why disaster management should be integrated into development planning.

Output

The project will comprise the production of two DVD's.

The first will explore the role and function of the agency with responsibility for Disaster Management in Trinidad and to a lesser extent, Tobago – the Office of Disaster Preparedness and Management. Whilst Tobago has its own agency – National Emergency Management Authority – it is understood that should Tobago become overwhelmed Trinidad would be its first point of contact. Further to which, it is one country and both sides should be highlighted in their respective roles and functions. This DVD will be used for the following specific purposes and will target the following audiences:

- To place within the mainstream media as a public relations tool and re-branding tool as the public is very familiar with the National Emergency Management Agency and have not made the transition in thought to the ODPM.

- To be an accompanying tool when visiting schools, especially when lectures are done for the teaching staff, particularly since school teachers are often unaware of the ODPM and its role and function.
- To be distributed to the fourteen (14) regional corporations, the business community in entities like the South Chamber of Commerce and ATTIC (Association of Trinidad and Tobago Insurance Companies). The two latter bodies are forging formal ties with the ODPM and it is of paramount importance that they understand the role and function of the ODPM.

Purpose of the Hazards DVD:

- This DVD will play a vital part in the ODPM's public education programme. Through this mechanism the ODPM will be sensitising the same groups as was mentioned above, and others like the community-based groups about the hazards specific to Trinidad and those specific to Tobago. As such, this DVD will target the following groups:
 - Schools
 - Community Based Groups
 - Faith Based Groups
 - Companies
 - Critical agencies – Fire Service, Police Service, Regional Corporations, among others, who can use them in their educational programmes.

The second DVD will highlight the hazards that are specific to both islands. Out of the many hazards to which the islands are vulnerable, the ODPM wishes to highlight those it will be focusing on:

- Earthquakes/Tsunamis
- Floods
- Hurricanes/Storms/Storm Surge
- Chemical Spills/Oil Spill
- Fires
- Landslides

For each hazard, the relevant authority would be included to provide the technical data that speaks to the country's vulnerability and a bit of the history of impact, again emphasizing that the country is exposed to these elements. This DVD will play a vital part in the ODPM's public education programme. Through this mechanism the ODPM will be sensitising the same groups as was mentioned above, and others like the community-based groups about the hazards specific to Trinidad and those specific to Tobago. As such, this DVD will target the following groups:

- Schools
- Community Based Groups
- Faith Based Groups
- Companies

- Critical agencies – Fire Service, Police Service, Regional Corporations, among others, who can use them in their educational programmes.

Expected Outcomes:

- **Heightened awareness of the role and function of ODPM:** It is important to understand the need of a disaster management agency in any country. Through the highlighting of and bringing to the fore the key agency, it assists in creating a greater awareness of our environment and the hazards that lie therein; and it also structures the flow of accurate information regarding these hazards and how persons can better prepare themselves.
- **Information on hazards specific to Trinidad and hazards specific to Tobago:** Once information is available regarding the history of hazard impacts to both islands, a greater awareness among persons in the community becomes evident via the preparedness measures adopted in the homes, work places etc.

Part III. Management Arrangements.

The Project will be executed using the National Execution Modality.

Part IV. Monitoring and Evaluation

The executing agent will have primary responsibility for the monitoring and evaluation of project activities. The national system of procedures for monitoring, reporting and evaluation will be normally followed. However, where such a system does not exist, UNDP procedures for monitoring and evaluation may be followed. Hence the project will be monitored through the following:

1. Due to the scale and anticipated time frame for this project, only a single end of project monitoring and evaluation exercise will be conducted. The end of project evaluation will serve to document relevant lessons which can be drawn upon to support future institutional learning and to ensure financial coverage to support the accountability of the executing agency.

Part V. Legal Context.

This Project Document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the participating Government of the Republic of Trinidad and Tobago and the United Nations Development Programme, signed on 20 May 1976.

The following types of revisions may be made to this Project Document with the signature of the UNDP Resident Representative only, provided he/ she is assured in writing that the other signatories of the Project Document have no objections to the proposed changes:

- a) Revisions in or addition of any of the Annexes of the Project Document.
- b) Revisions that do not involve significant changes in the immediate objectives, outputs or activities of the project, but are caused by the re-arrangement of inputs already agreed to or by cost increases due to inflation.
- c) Mandatory annual revisions, which re-phase the delivery of agreed project inputs, or increased expert, or other costs due to inflation, or take into account agency expenditure flexibility.

Timeline:

Initial talks have already been held with the two key agencies being used to make this production possible and, as such, the timelines given are as follow:

Components	Agency Outsourced	Timeline	Comments
Conceptualising and Scripting	The BARCAM	2 – 3 weeks	Still fine-tuning the conceptualisation of the entire production
Theatrical Development	The BARCAM	2 – 3 weeks	To run almost simultaneously once scripting is ahead
Filming	Beyond Video Solutions	3 weeks	Because of the many entities to film, this aspect of the production will begin almost immediately
Participation in CDM Knowledge Fair		1 week	This fair would provide knowledge transfer and the replication of best practices in disaster preparedness which might be useful for the project.

Conclusion

These two DVDs will be a significant element of the ODPM's public education programme and will serve to increase the awareness of the general public to the organization and to the hazards that we face.

Section II. Project Results and Resources Framework

Intended outcome as stated in Country Results Framework:				
Outcome Indicators:				
1. Significant reduction in national contribution to environmental hazards				
Baseline: Currently, there is an inadequate regime of accurate and up-to-date information to be channeled to the population via a medium that is effective and persuasive to the varying populations inclusive of children, adults, the elderly and the disabled.				
Target: To produce a comprehensive set of DVD's which highlight the role of the ODPM in managing Disasters, as well as hazards specific to Trinidad and Tobago.				
Intended Outputs	Indicative Activities	Inputs		
			US\$	TT\$
1. Two Set DVD designed for promoting greater awareness of natural hazards in T&T	<ul style="list-style-type: none"> • Conceptualizing and Scripting • Theatrical Development • Filming/DVD production 		\$2,000	\$12,500
			\$2,000	\$12,500
			\$2,800	\$17,500
	<ul style="list-style-type: none"> • CDM Knowledge Fair 		\$3,200	\$20,000

Section III – Budget and Annual Work Plan

The total project budget is TT\$62,500 (US\$10,000)

A preliminary budget has been worked out after key areas that require extensive work have been identified. These areas include scripting, theatrical development, and filming. Please see table outlining the components, agencies identified to provide services, and costing.

Components	Agency Outsourced	Costing (\$TT)
Conceptualizing & Scripting	The BARCAM	\$25,000
Theatrical Development	The BARCAM	
Filming	Beyond Video Solutions	\$12,000
*Miscellaneous	N/A	\$5,500
Participation in CDM Knowledge Fair		\$20,000
TOTAL		\$62,500

* In most productions there are unforeseen costs, in this instance those that can be identified include the following:

- Hiring of a helicopter to get aerial shots of both Trinidad and Tobago in identifying the areas and hazards specific to these locations. Minimum 2 hours
- Transportation: The moving of personnel to and fro agencies during productions
- The hiring of short-term personnel to assist in data collection as many of the agencies critical to providing information have already indicated a staff shortage in compiling the information in the shortest possible time.
- Post production: making of at least 50 copies initially for distribution to various partners and stakeholders.

Annual Work Plan

United Nations Development Programme

Trinidad and Tobago

Year: 2006

Project Number:

Project Title: Disaster Risk Reduction in the most vulnerable communities

Annual Work Plan (2006/7)

The following work plan was developed by the UNDP on the basis of dialogue with ODPM.

Expected Output	Key Activities	Timeframe (2006/7)		Responsible Partner	Planned Budget				
		Weeks 1-2	Weeks 3-4		Fund	Donor	Budget Description	Amount	
								US\$	TT\$
1. Two Set DVD designed for promoting greater awareness of natural hazards in T&T	Conceptualization and Scripting	X		ODPM		TBA		2000	12,500
	Theatrical Development	X		ODPM		TBA		2000	12,500
	Filming/Production	X	X	ODPM		TBA		2800	17,500
	Monitoring	X	X	UNDP /ODPM					
	CDM Knowledge Fair		X	UNDP/ODPM				3,200	20,000
Project Management	Administration of project finances	X	X	ODPM/MoNS					
Total								10,000	62,500

UN exchange rate: US\$1.00 = TT\$6.25 at 1 Oct., 2006

UN exchange rate: UNDP GMS: Calculated at 7% of budget sub-total

