

**MINUTES OF THE MEETING OF PROJECT PARTNERS OF WESTERN REGION  
MONDAY, 3<sup>RD</sup> MARCH 2014 AT CEE CAMPUS, AHMEDABAD**

**BACKGROUND AND OBJECTIVES:**

This was the first meeting of the NGO partners from Western Region whose projects have been approved by the 2<sup>nd</sup> National Steering Committee on 7<sup>th</sup> October 2014 and who have been paid the first instalment of funds to start up their project activities. The participants also included the partners who have been provided joint funding by the Wells for India. The meeting was organized with the following four objectives in mind:

- (1) Share the view points and the expectations of the NSC/RAC members from the new projects (as already detailed in the individual project approval letters sent to them);
- (2) Expectations of GEF/UNDP, SGP and how each partner should align the outcomes of each project in the field within the overall objectives of the Full Scale Project (FSP) project document; report on the processes, skills acquired by locals through local institutions for ensuring sustainable actions;
- (3) How the lessons learnt from other projects need to be structured into the projects by these NGOs and CBOs through exposure visits, learning exercises;
- (4) Reporting requirements, their periodicity as per calendar year and how the reports need to be structured to feed as the inputs for CEE's reporting to GEF, UNDP, MoEF, Wells for India and the other joint funding partners who may join the program from time to time.

A total of 14 persons participated (including Mr. Kartikeya V. Sarabhai, Director) that included the NGO/CBO partners, their representatives, Country Director, Wells for India, and 3 CEE colleagues. A list of participants is enclosed.

Mr. Sarabhai had a brief interaction with the participants. While welcoming the participants, he informed that the success criteria for the approved GEF/SGP projects is to see that these projects are not only completed successfully but also become eligible for scaling up. He suggested that it is important to understand the methodology and putting efforts to reach that stage. He advised that today's deliberations will cover the features as to how to strengthen the projects at the planning stage and how to take them to successful conclusion. He also suggested that we should try to a demonstration model project on waste management at Sunderbans which is a real demand driven initiative.

After a round of introduction, Mr. Sodhi invited the participating NGOs to give a brief on the progress of their activities before the general guiding issues are taken up and the expectations from the partners are discussed.

**VRUKSH PREM:**

They shared that they have so far made 1,000 check dams. The GEF/SGP funds were received by them only towards end February 2014. With the new funding received, they have made a Samiti Patra based on each proposed check dam. The quotations are being asked for putting up the check dams. They are doing agreements for the check-dams and were asked to share copies of these agreements with GEF/SGP and Wells for India (WFI). They also informed that they have prepared presentations but have not brought as were not

asked. They were requested to share the presentation in due course. The NGO was asked to share copies of the quarterly progress reports with the District Magistrate to obtain adequate attention to their activities. The NGO was briefed about how they should monitor the progress of their project and how they should report to us. A descriptive chart was explained (enclosed as Annex 1) and they were asked to provide the progress in this format in future. The NGO was not clear on the periodicity of the reporting and was informed that the reporting for the GEF/SGP is on a quarterly basis as per a calendar year whereas for WFI the reporting is quarterly but on a financial year basis from April-March period.

**VIKAS SAMARTHAN KENDRA:**

They informed that the activities have just started. They intend setting up 5,000 biogas units. They were advised to have agreements with each beneficiary. The highlight of this project would be if a biogas manual is prepared on the model introduced (in English and Gujarati) for sharing their experience.