



**Papine Development Area Committee (PDAC)**

**Project Number:**

**Project Title:** Papine Development Area Committee (PDAC) - enhancing IT access and skills towards meaningful employment in local communities

**Project Short Title:** ITU - Papine Development

**Start Date:** September 2012

**Estimated End Date:** December 2013

**Government Coop. Agency:** Ministry of Science, Technology, Energy and Mining (MSTEM)

Universal Access Fund Company Ltd. (UAF)

University of Technology (UTECH)  
Social Development Commission (SDC)

**Implementing Agency:** Papine Development Area Committee (PDAC)

**Project Site:** Papine and surrounding areas, St. Andrew, Jamaica

**Beneficiary Country:** Jamaica

**Project Manager:** Glenroy Brown (Chair - PDAC)

**SUMMARY OF CONTRIBUTIONS**

**A) Project Budget**

Description	US\$
Project Personnel	209,882
Equipment	292,118
Monitoring & Evaluation	12,705
Miscellaneous	193,683
<b>Total:</b>	<b>717,565</b>

**B) Cost Sharing**

CDCs	USD 100,659
Donors	USD 616,906

**Brief Description:**

This project aims at enhancing Information and Communications Technology (ICT) access and skills towards meaningful employment in local communities. To achieve this objective, Papine Development Area Committee (PDAC) shall jointly with the SDC, UAF and UTECH provide computer and internet access to thirteen (13) locations within Papine and its environs along with training sufficient for job-readiness in call-centre, data-entry and Business Processing Operations (BPO) type work.

For the	Signature	Date	Name/Title
ITU:	_____	__/__/__	
PDAC:	_____	__/__/__	Glenroy Brown, Chair PDAC
Partner(s):	_____	__/__/__	
	_____	__/__/__	

## **Background and Context**

**General introduction** - This project is the brainchild of the Papine Development Area Committee (PDAC), an umbrella organization covering over 40 community based organizations and allied stakeholders such as the police, universities, schools and representatives of the business community across 11 communities in St. Andrew, Jamaica. It is part of PDAC's effort to impact the development of the wider Papine area primarily by attacking the complex problem of employability especially among the youth population. This it will do by addressing high unemployment, poor educational attainment and attendant problems

**Present situation/context-** Internet accessibility in Papine and the surrounding areas is still a privilege as home connections rank below 2% of households according to estimates by the Social Development Commission. This is aligned to an unemployment rate in these mostly rural communities ranging from 15% to 22%, which is above the national average. With a high youth population (ages 10-24 account for roughly 50% of the population), many of these communities simply do not have the creative or productive outlets needed to galvanize the large potential resident in the youth. To address this problem in a few selected districts in one community, the University of Technology is about to embark on a 'Communiversality' project which seeks to bring distance learning to a targeted 600 persons over 3 years. This project will look at literacy, numeracy and skills development in a variety of areas. This type of approach dovetails perfectly with the current undertaking and could be expanded given more physical capacity across more communities. In the midst of this, there are actual and potential investors starting up Call centres in the urban centre of Papine and other similar and related opportunities exist further afield.

**Problem statement/ Description of the problem:** In the 11 communities of the Papine Development Area, educational attainment is low and employment is also abysmally low. Persons, especially youth, lack the opportunities and capabilities afforded by broadband internet access in these mostly rural communities to improve their own lives, even though they possess the interest and creativity.

**National/Government Commitment:** The Jamaican government has displayed its commitment to broadband access through community access points across all communities. The Universal Access Fund (UAF) was set up to deliver these access points wherever feasible. The Government is further committed to:

- the use of ICT as a key enabler to develop all sectors, with a focus on the creation of a knowledge based society.
- to supporting technical training and education to develop a cadre of knowledge workers capable of supporting local and international investments in the ICT sector and the wider economy.

This programme however is limited in reach and could not take on a broad based effort such as that being proffered here. For this particular project, PDAC has the full support of the Social Development Commission (the state's community development agency) as a planning and implementation partner. This is very much

in line with the PNP Manifesto which speaks of creating access points at the community level for the transfer of information and of community project support.

**Process followed in Project identification/formulation:** Community profile data and interaction with various community groups have consistently shown unemployment and low educational attainment as two key developmental challenges which must be addressed. Attached to PDAC is a committee dedicated to finding job creation opportunities in the Papine area. When asked in small focus groups and by questionnaire, a number of youth have pinpointed jobs in ICT as their preference. This Jobs Committee therefore has been seeking ways to dramatically increase the number of persons, particularly youth, who are employable in this very wide area. Therefore emphasis has been put into rolling literacy, numeracy, basic skills in ICT and other areas which can be taught with the help of computers and internet access, into a programme supported by entities of the state, the University of Technology and other partners. This project has been in gestation for more than 18 months and is well connected to real needs and interest of several communities.

### **Strategy**

**Overall Project Objective:** providing computer and internet access to thirteen (13) locations within eleven (11) communities in the Papine and its environs along with training sufficient for job-readiness in call-centre, data-entry and BPO type work for a target population of approximately 2,860 persons.

**National/Regional Strategy:** the MSTEM has a prominent goal to increase ICT penetration and skills throughout Jamaica to enhance productivity in every sector of society and the economy. CARICOM's draft Regional Digital Development Strategy commits to building a digital Community culture and increase the value and volume of the regions trained ICT workforce that can create with, develop and use ICT to improve life style and otherwise add personal and economic value.

**Project Strategy:** equipping thirteen locations with a well-managed computer facility each with broadband internet access will make possible a significant increase in ICT penetration in the rural and disadvantaged urban areas in and around Papine. Not only will this provide access to ICT facilities for the wider population, but combined with a well-organised and certifiable training programme, it will also provide a route into meaningful work and careers, allowing many families to lift themselves out of poverty.

### **Outputs**

Thirteen (13) centres will be established by the project. Community residents will have access to computers and the internet for both general use and for training purposes. Communities will see real employment opportunities from the available training and ICT use. Communities will develop technical and management expertise in operating the centres.

## **Indicators**

Thirteen communities within Papine and its environs will be equipped with a modern computer and internet facility; each run by a centre manager and a professional trainer. Each centre will provide computer and internet access to approximately 200 local residents on a regular basis and also provide formalised, certifiable training for at least 20 local residents each year.

## **Activities**

1. In each community, the local CDC will be actively engaged and consulted, selecting a person who will act as project manager and thereafter as centre manager.
2. The buildings to house the centres will be inspected to ascertain the work required.
3. Materials and labour will be calculated and costed for the conversion work.
4. The centres will be fitted out, including computers, cabling, printers, Internet access, furniture, office facilities and security measures.
5. Each facility will be advertised for general use, and for dedicated, work-oriented training.
6. Training will be provided for up to twenty (20) persons per year per centre using a professional (HEART-NTA certified) trainer, supplemented by volunteer assistance.
7. Sustainability will be secured by developing income-earning activities at each centre.
8. Evaluation visits will be made on a quarterly basis by the PDAC management committee.
9. Visibility will be assured through half-yearly 'open-days' to which the press is invited.

## **Inputs**

- Contribution from PDAC: overall project management, monitoring and evaluation
- Contributions from funding agency: equipment, staff costs
- Contributions from the MSTEM: general and national support for the project
- Contribution from the community based organizations: provision of serviced premises for the location of the centres and advertise facility for general use, and for dedicated, work-oriented training
- Contribution from Social Development Commission (SDC): advertise facility for general use, and for dedicated, work-oriented training
- Contribution from the UAF: Internet access

## **Risks**

Internet access for community ICT projects is currently provided through the UAF - this may not always be available. Service providers will alternatively be asked to provide a free service

Community spaces are sometimes the sites of management contention. Active monitoring and supervision by the Community based organizations, PDAC, the SDC and the political representatives can eliminate this risk

### **Sustainability**

Each centre will develop income-earning strategies for providing office and computer services. Trainees will be required to contribute towards the cost of their training. More critically, Papine Development Area Committee (PDAC) will be seeking to get solar panels to lower electricity costs over the long term through an upcoming project from the Government of Jamaica and locally has the full support of the Member of Parliament.

### **Management**

The PDAC Executive will be the overall managing, monitoring and evaluation body. The execution will be performed by a hired overall project manager working in conjunction with Community based organizations in each community and the designated community project managers, later to become centre managers.

### **Monitoring and Evaluation**

The PDAC executive will make quarterly visits to each centre and receive monthly reports from both overall project manager and centre project managers.

### **Work plan**

See attached GANTT chart. A total of thirteen (13) centres will be established by December 2013.

### **Budget**

See attached spreadsheet

Total Project Cost:	USD 717,565	JMD 60,993,000
Donor Contribution:	USD 616,906	JMD 52,437,000
Community Contribution:	USD 100,659	JMD 8,556,000

**ITU-PDAC Project 2012**

Sp class	Description	Source	Units	JMD			USD		
				Unit Cost	Donor	Community	Unit Cost	Donor	Community
<b>3000</b>	<b>STAFF COSTS</b>								
<b>3001</b>	<b>Permanent staff - Base salaries</b>								
	Centre Managers @ J\$40,000 per month		13	480,000	6,240,000		5,647	73,412	
	Professional Trainers @ J\$2,000 per hour, 10 hrs per week, 40 weeks per year		13	800,000	10,400,000		9,412	122,353	
	Project Manager @ \$100,000 per month		1	1,200,000	1,200,000		14,118	14,118	
<b>3300</b>	<b>EXTERNAL SERVICES</b>								
<b>3310</b>	<b>Miscellaneous</b>								
	Transport for project management team		1	100,000	100,000		1,176	1,176	
	Refurbishment of buildings including security measures and solar panel set up		13	900,000	11,700,000		10,588.24	137,647.06	
<b>3320</b>	<b>Printing publication</b>		1	100,000	100,000		1,176	1,176	
<b>3330</b>	<b>Rental - Office space</b> - use of community premises @J\$50,000 per month, includes utilities	CDCs	13	600,000		7,800,000	7,059		91,765

3334	Rental - Conference rooms - for joint meetings of centre staff and project management - 4 per year	UTECH	4	20,000		80,000	235		941
3340	Maintenance - Cleaning of premises - five hours per centre per week @ J\$200 per hour	CDCs	13	52,000		676,000	612		7,953
3400	<b>PURCHASE OF EQUIPMENT AND SUPPLIES</b>								
3410	Office supplies		13	50,000	650,000		588		
3420	Purchase machines/technical equipment - Fax/copier, office hardware		13	50,000	650,000		588	7,647	
3430	<b>Purchase IT equipment</b>								
	20 desk-top computers per centre @J\$50k		13	1,000,000	13,000,000		11,765	152,941	
	1 server per centre @ J\$100k		13	100,000	1,300,000		1,176	15,294	
	2 printers per centre @ J\$20k		13	40,000	520,000		471	6,118	
3440	Purchase office furniture - 20 work-stations per centre, manager's/trainer's desk, cabinets, filing cabinets		13	20,000	260,000		235	3,059	
3450	Purchase computer software		13	50,000	650,000		588	7,647	
3500	<b>COMMUNICATIONS SERVICES</b>								
3520	Telecommunication services - phone		13	50,000	650,000		588	7,647	

3700	OTHER CHARGES								
3710	External auditing of accounts		1	50,000	50,000		588	588	
3720	Miscellaneous & contingency charges		1	100,000	100,000		1,176	1,176	
3730	Administrative Overhead Support Costs		1	100,000	100,000		1,176	1,176	
	SUB-TOTALS				47,670,000	8,556,000	68,962	553,175	100,659
3800	Contingency component/Reserve @10%				4,760,000			56,000	
	TOTALS				52,437,000	8,556,000		616,906	100,659
	OVERALL TOTAL				JMD 60,993,000			USD 717,565	



