



Project Number:
Project Title: Deployment of Broadband in the Caribbean Region
Estimated Start Date: July 2012
Estimated End Date: December 2016
Regional Cooperation Agencies: Ministries of Communications, Regulatory Bodies, Regional Organizations
Implementing Agency: International Telecommunication Union (ITU)
Beneficiary Countries: Caribbean countries
ITU Project Manager: Area Office, Barbados

SUMMARY OF CONTRIBUTIONS

A) Project Budget

Description	USD
Personnel Costs	478,000
SSA Consulting	
Missions (SSA and ITU)	20,300
Training	55,400
Communication Services	2,700
External Services	89,160
Miscellaneous and Other Costs	54,440
Total:	700,000

Brief Description:

This Project is designed to assist the Administrations of the countries in the Caribbean Region in the design and implementation of policies and programmes for large-scale development of broadband access with a view of reaching national universal services objectives. The Project will support beneficiary countries drafting National Broadband Plans (NBPs) and promote enhanced regional dialogue and the development of common practical guidelines (Action Plan) for the implementation of broadband access technologies in agreement with globally adopted standards.

For the	Signature	Date	Name/Title
ITU:	_____	___/___/___	
Partner(s):	_____	___/___/___	
	_____	___/___/___	

1. BACKGROUND AND CONTEXT

Broadband access is becoming essential, since many of the most effective applications and services which help foster development are only available through a high-speed Internet connection – and notably those related to e-health, e-commerce, e-banking and e-government. Broadband-based applications have a far greater impact on people, society and businesses than their narrowband equivalents.

Broadband infrastructure is therefore a key tool for accelerating socio-economic development and for the achievement of the Millennium Development Goals (MDGs). To help countries in this direction, ITU is working closely with Members States and other partners to make sure that the latest legislative approaches and best practices aimed at facilitating broadband infrastructure development are well-known and implemented worldwide.¹

Telecommunication networks' operational levels and their capacity for transmitting broadband information are the key issues to deal in regards to the scope of network's physical infrastructure to provide services by means of broadband.

Increasing the capacity, functionality and coverage of the installed infrastructure and keeping it up to date represent a critical challenge. Investment in building and modernizing that infrastructure is essential so that the entire population can be reached. Some of this new broadband capacity is being allocated for public use, such as schools, hospitals/clinics and other government services.

The project will address the regulatory and technical challenges facing the beneficiary countries in the field of broadband access with the goal of promoting a common, fair, transparent, stable, predictable and non-discriminatory access to the telecommunication services to foster technological and services innovation and encourage investment incentives.

The implementation of this project will contribute to the implementation of ITU Plenipotentiary (PP) Resolutions 101 "Internet Protocol-based networks" and 102 "ITU's role with regard to international public policy issues pertaining to the Internet and the management of Internet resources, including domain names and addresses"(Guadalajara 2010).

The Project will be implemented in close collaboration with regional and subregional organizations in the Caribbean including but not limited to organizations (i.e. CARICOM, CTU, CANTO and OOCUR) and the Caribbean countries.

2. PROJECT DESCRIPTION

The Project aims to assist beneficiary countries by making a regional assessment on the needs related to access technologies and applications and by helping countries in the development of National Plans. One of the main objectives of this Project is to build on the platform and dynamism created by the HIPCAR project in the region, which would further improve countries' understanding on the need to develop a Regional Action Plan for the implementation of broadband access technologies.

One of the important outputs foreseen in this Project is a Regional Matrix that will map all the different broadband access technologies used by the countries of the region, considering relevant standards. This Matrix will be an important visual instrument to promote and implement the Regional Action Plan. It is expected to further contribute to the CARICOM Single Market and Economy (CSME) and to the Draft Regional ICT for Development Strategy (Draft Regional Digital Development Strategy).

Through the events foreseen to happen during the implementation of the Project, the beneficiary countries will have the opportunity to discuss the main issues and to reiterate the critical importance of broadband access technologies as an essential tool for countries' economic and social development, aiming at facilitating the adoption of a Regional Action Plan.

¹ See <http://www.broadbandcommission.org>

3. PROJECT OBJECTIVES

The Project aims to increase awareness among national authorities of the Caribbean on the importance of developing National Broadband Plans for the implementation of broadband access technologies in the countries in agreement with globally adopted standards.

The Project will also provide support and encourage regional organizations and those administrations who have not yet done so, to put public policies in place that will promote investment in developing the infrastructure necessary for the large-scale deployment of broadband services, in order to fulfill national universal service objectives and allow access to affordable ICT services, mainly in rural and isolated areas.

Finally, the Project aims at promoting capacity building in broadband access technologies at national level, including policy, regulatory, technical, standardization, economic and sustainability issues.

4. EXPECTED RESULTS

The following results are envisaged:

- A complete and detailed regional assessment on the demands of broadband wired and wireless access technologies and applications in the Caribbean region;
- Preparation of National Broadband Plans (NBP) for beneficiary countries;
- Adoption and implementation of a common Regional Action Plan for the deployment of broadband access technologies in the region and its implementation;
- A Matrix showing the different broadband access technologies used by the countries of the region, considering relevant standards. The relevant ITU-Recommendations (mainly ITU-R on Broadband wireless access) and Deliverables (e.g.: Report from former ITU-D SG2 Q.20/2 now Q.25/2) will be taken into consideration;
- A Regional event in partnership with regional and international organizations to discuss concrete actions for the implementation of the Regional Action Plan;
- Training programmes on the use of broadband access technologies and relevant standards;
- Draft ICT policy, legislation and regulatory guidelines on broadband.

5. INDICATORS

The following indicators will be used to measure the success of the Project:

- Regional assessment carried out;
- Number of National Broadband Plans developed;
- Regional Action Plan defined and implemented;
- Matrix on broadband access technologies developed;
- Number of participating countries in the regional event delivered;
- Number of on-line and face-to-face courses delivered.
- Number of focal points trained per ICT priority area/topic; and
- Number of professionals trained.

6. MAIN ACTIVITIES

6.1 Multi Stakeholders (Kick-Off) meeting

At the start of the Project, a multi-stakeholder (kick-off) meeting would be convened with all project beneficiaries to formally launch the project, recall its objectives and solicit views from relevant stakeholders. This meeting would review and confirm/modify priorities and agree upon an implementation plan, introduce necessary adaptations within the limits set by the financial partners and establish a consultative mechanism for countries to gain public input. It will also be an opportunity to ensure and formalize the full commitment and participation of all beneficiary organizations and countries.

6.2 Regional Assessment

A multidisciplinary group of two (2) specialists will be recruited to develop the regional assessment. An in-depth analysis of the regulatory, economic and technical aspects, as well as the development factors involved in the effective deployment of broadband access technologies will be carried out by each specialist in his/her area of expertise. Final product shall reflect actual scenario of the Caribbean region in regards to broadband access technologies.

6.3 Development of National Broadband Plans

The first activity will be mainly dedicated to information gathering and assessment of the existing situation in each country with regard to the priorities selected by the beneficiaries at the kick-off meeting (including international best practices).

All information will be analyzed and recommendations and guidelines will be drafted on the selected topics by the Project team through consultation with beneficiary countries. This methodology aims to improve efficiency and effectiveness in the identification process of difficulties and needs and will facilitate the decision making process of national authorities in addressing the most relevant issues to enable a feasible and tailor-made Broadband Plan to each beneficiary country.

6.4 Regional Action Plan

Step 1: Beneficiary countries and other stakeholders such as regional and subregional organizations will share information on broadband access technologies aiming at developing regional guidelines through an online ITU/CTU Forum that will be specifically created for this purpose. The online forum will be managed and supervised by the specialists that will be recruited to develop the Regional Action Plan.

Step 2: Information collected will differ among beneficiary countries. Therefore, information gathering and assessment of the existing situation in each country will be carried out to determine gaps and or commonalities.

Step 3: Identification of regional best practices and comparison with the international best practices will be made. Roadmap with time frames for regional harmonization will be developed.

6.5 Matrix on the Regional Scenario

The project will elaborate the visual matrix based on the final report of the regional assessment. This matrix will be an important tool to help the promotion and implementation of the Regional Action Plan.

6.6 Regional Seminar

A Regional event will be organized by the Project team in order to promote discussions among beneficiary countries, regional and subregional organizations and other stakeholders to define concrete actions for the implementation of the Regional Action Plan.

6.7 Capacity building

With the assistance of the CTU and CANTO an agenda of training courses will be defined in order to provide training related to broadband access technologies and relevant standards to develop personnel in the

region. Comprehensive training will be developed and delivered to national experts in order to equip them with the necessary tools and skills for long-term sustainability and succession in the project.

7. INPUTS

7.1 International Telecommunication Union (ITU)

ITU will undertake to manage the staff resources that will be funded and hired through this Project. Information on the access and use of ICTs related issues, access to ITU existing materials, including training courses and relevant publications will be provided. ITU will exercise all reasonable skill, care and diligence to ensure the success of the project.

ITU will also indicate a Project Manager to manage, monitor and evaluate its implementation jointly with the Project Coordinator that will be recruited for the Project, will identify and recruit the specialists to develop the works and will be responsible for the procurement activities related to the development of the regional matrix.

7.2 Beneficiaries

The beneficiary countries and regional organizations of the Caribbean will provide qualified and dedicated Focal Points that will play a key role both for ownership of the project, for effective transfer of the know-how and sustainability. These Focal Points will be participating as far as possible in the formulation process, validation and statutory meetings and adapting the project deliverables to the national context of the concerned countries. Commitment and participation from each beneficiary country as well as from the regional organizations will be an important aspect of the project. The beneficiaries are also expected to provide information/data necessary to carry out project activities, access to all relevant documents, secured premises to host the project team meetings, workshops and training activities, logistics arrangements and support as well as any other assistance relevant to the project that may be required by the Project Staff.

7.3 Partners

It is necessary to identify partners interested in providing funding support and in kind contributions for the implementation of the Project.

8. RISKS ASSESSMENT

The Project requires close coordination with regional and sub-regional organizations, multiple national government institutions and local partners. Primary risk is that in-country activities may suffer delays due to unforeseen local events and/or circumstances. This risk will be minimized through the close involvement of local staff, the Project's team and ITU staff in the Caribbean Region.

The main advantage of this project, namely the fact that it addresses several countries at a time, can be viewed as a risk factor. In general, the decision process with a large number of countries can be slow and the degree of accountability and interest may be low compared to a single country case. This risk will be reduced by closely linking the project to established regional organizations that are mandated at the highest political level for achieving economic integration of their respective countries.

9. PROJECT MANAGEMENT

The roles and responsibilities of the different stakeholders will be clearly defined at the beginning of the Project. ITU is the Executing Agency. After the identification of the primary funding agency and in order to facilitate the implementation of the project, a Project Team funded by the project, will be constituted by ITU. The Project Team will work in close collaboration with ITU personnel in the Caribbean region, as well

as with ITU Headquarters and will be assisted by subject experts. The Project Team will work in close relationship with the regional and sub-regional organizations/institutions, and beneficiary countries that will provide, at their own cost, a dedicated National Project Team, for the coordination and implementation of the Project at local level, mainly in relation to the preparation of the National Broadband Plans.

10. MONITORING AND EVALUATION

The progress of the project will be monitored through periodic reports prepared by the National Project Teams. A Final Evaluation Report will be prepared at the end of the Project assessing the achievements of the stated objectives and developmental impact based on expected outcomes and pre-identified key performance indicators to be submitted to Partners. The ITU Project Manager will prepare a Project Closure Report.

12. ESTIMATED BUDGET

SPONSOR CLASSES	DESCRIPTION	TOTAL
		US\$
3000	STAFF COSTS	478,000
	Sub-total:	478,000
3100	MISSIONS EXPENSES	20,300
	Sub-total:	20,300
3200	TRAINING	55,400
	Sub-total:	55,400
3300	EXTERNAL SERVICES	89,160
	Sub-total:	89,160
3500	COMMUNICATIONS SERVICES	2,700
	Sub-total:	2,700
3700	MISC. AND CONTIGENCY	5,603
	Sub-total:	5,603
	SUB-TOTAL PROJECT	651,163
3730	Administrative Overhead Support Costs (7.5%)	48,837
	TOTAL BUDGET	700,000