

KNOWLEDGE MANAGEMENT LATIN AMERICA AND CARIBBEAN

ACTIVITY REPORT_ Q4 2015

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I. ACTIVITY PROGRESS VS APPROVED ACTION PLAN 2015

| Focal Area | Action | Activities Planned | Progress on Activities | Time | | | |
|-----------------------|--|--|---|------|-----|-----|-----|
| | | | | Q 1 | Q 2 | Q 3 | Q 4 |
| 1. Needs Assessment | 1.1 Identification of KM country needs | Conduct KM country needs assessment, integrated with regional stakeholder mapping to determine KM preference products and exchange methods. | <p>Regional Knowledge Needs Assessment: Two assessments were conducted in the region and systematized with responses from focal points and members of PMUs in 11 countries to better guide planning of knowledge events and products, and better direct support to countries. Results are available here.</p> | X | X | | |
| | | | <p>National Knowledge Needs Assessments: Integrated into Stakeholder Mapping finalized in Honduras and to be finalized in Paraguay (Q4), Argentina and Colombia (2016).</p> | | | X | X |
| 2. Knowledge Products | 2.1 Translation | Identification of key corporate documents for Spanish/English translation | Ongoing as needs are identified. | X | X | X | X |
| | 2.2 Product Development | Creation of products identified as per global and regional needs, including policy briefs, lessons learned and short explainer videos (max. 3) | Support for the design and publication development of the following products: -Systematization of Panama Active Listening Process (pending government approval) - Video of Panama's Gender experiences during the active listening process. - Recommendations and experiences on gender in UN-REDD Programme in LAC (moved to 2016) - Ecuador's Lessons Learned Short Document - Ecuador Lessons Learned Video | | X | X | X |

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| | | | <ul style="list-style-type: none"> - Workshop Report. LAC Experiences and Lessons Learned on Stakeholder Engagement, Gender and Knowledge Management. - Support PNUMA in the finalization and launch of the Introduction to REDD+ video. - Experiences and Challenges in LAC towards the Implementation the Warsaw Framework for REDD+ South-South Exchange Report, Executive Summary and Lessons Learned Video - Launch of the REDD+ Academy in LAC. Video of participant's experiences and information note. | | | | |
| | 2.3 KM Tools | Support systematization and sharing of information/processes through KM tools (reports, articles, surveys, brochures, repositories, resource libraries, Web sites etc.) As well as development of content needed for new UN REDD Workspace and Website from LAC countries. | Research, writing and editing of at least three monthly articles for the UN-REDD newsletter , as well as ongoing sharing and posting of LAC updates for Workspace, Mini Round-Up and social media channels. | X | X | X | X |
| 3. Knowledge Networks/ South-South Exchange | 3.1 Regional Workshops | INDCs and REDD+ Processes Webinar | (May 13, 2015), 28 participants from 9 LAC countries including member of governments, UN agencies and PMUs. | | X | | |
| | | Capacity Building Workshop on Stakeholder Engagement, Gender and Knowledge Management | (May27-29, 2015), 39 participants from 9 countries PMUs. The objective of this workshop was to build capacity in countries where the Programme is starting and ensure sharing of lessons learned from countries more advanced in REDD+ in the above topics. 94% of participants evaluated the workshop as highly useful for the implementation of REDD+ in their countries through the Satisfaction surveys . | | X | | |
| | | LAC South-South Exchange "Practical Experiences towards the Implementation of the Warsaw Framework for REDD+. Opportunities and Challenges | (August 11-13) 83 representatives (48 male/35 female) from 15 countries including Brazil with presence of partners including Conafor, FCPF, WWF and IDB. 87% of participants rated the contribution of the workshop for the preparation and implementation of REDD+ in their countries as very significant. The whole exchange was broadcasted live which allowed an additional audience of 110 participants in member countries to follow the sessions and discussions. | | X | X | |

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| | | | Valuable knowledge products were developed as a result of this workshop see section 2. | | | | |
| | 3.2 In-Country Events | To be determined as per country preferences and coordinated among agencies. | Additional events organized by the Programme and the agencies in member countries are being reported in the 2015 events spreadsheet and when appropriate publicized via the UN-REDD newsletter. | X | X | X | X |
| 4. Capacity Building | 4.1 KM Capacity | Support to KM/Comms country focal points in developing plans/products, systematization and monitoring tools support. Includes regional KM travel (3-4 missions per quarter anticipated USD18,000) and possibility of 1 regional knowledge exchange (USD12,000) | <p>The capacity building efforts on KM and Communications in new program countries in LAC have mainly been focused in Honduras, Colombia and Argentina, through four missions to support the following activities:</p> <ul style="list-style-type: none"> - Recruitment and training processes of KM/Comms country focal points - Integration of KM/Comms into country AOPs, with a strong emphasis in KM, Comms and capacity development to support stakeholder engagement strategies and platforms. - Development of KM/Comms strategies/annual plans - Coordination of public awareness/visibility activities during inception workshops/programme launch. - Follow up of activities and planning of 2016 AOPs (Colombia, Honduras, Argentina). <p>Most recently support for the creation of a KM and Comms strategy has been requested by Perú, and ongoing support has been provided to other countries including Ecuador, Panamá and Paraguay.</p> | | X | X | X |
| | 4.2 REDD+ Academy | Support rollout in LAC by identifying courses and countries/parties interested and assisting in adaptation curricula to regional context (translation/localization) | <ul style="list-style-type: none"> - Support interagency coordination, Spanish language content revisions and availability, planning and delivery of the REDD+ Academy during LAC regional event (Oct. 5-10) The Academy had 45 participants from 12 countries, 90% of participants found the REDD+ Academy content relevant to assist in their role in national REDD+ implementation, and will use the knowledge gained for capacity building processes in their countries. - National versions of the Academy already in plans for Honduras, Colombia and Argentina. | | | X | X |

II. CHALLENGES

- **Funding:** Securing sources of funding for 2016 is key in order to provide continuity to actions initiated in the region during 2015.
- **Capacity:** Growing number of countries in the region are now requesting KM/Comms support. In order to deliver strategic support, an agreement among agencies on countries and KM/Comms areas in the region to be prioritized will be required. The result of this prioritizing will be reflected in the 2016 Regional KM Action Plan.
- **Coordination:** Even coordination among agencies at regional level has significantly improved with regular spaces and contact, this is still a challenge due to RTAs constant missions and workload. A better process for document revisions and coordination of events through designated focal points at regional level by agency is suggested to speed up approvals and implementation.
- **Communications:** The regional team finds that further efforts need to be made in the communications front to properly convey the advances and results of the Programme in the region especially with key donors. Production of more news and updates for dissemination via communications channels as well as strategic engagement of donors in key regional and in-country events and exchanges will be crucial during 2016.

III. SUPPORT NEEDED

Comms/KM strategy guidelines for partner countries: Most National Programmes and Targeted Supports in the region have a Comms/KM specialist on board, even though 70% of them have been trained, due to turn-over and new programmes starting constant training and support is required. A tool kit with key guidelines for developing Comms/KM strategies is needed, along with tools and resources in a “one stop shop” with templates, logos, key messaging, branding guidelines, access to pictures libraries, etc. (This will be extremely useful even for graphic designers and other consultants hired for publications). In addition, having a community of practice to share best practices and tools among this team would also be beneficial (a LAC chapter/Spanish language will be needed).

Coordination: Better coordination among KM/Comms agencies focal points, Secretariat and KM specialists is also needed. The new KM Global Specialist will be filling part of that role, so that more information could be conveyed to KM specialists when needed. Among KM Specialists too, further communication to plan together, share tools and expertise, coordinate events to avoid overlapping, etc. would also help improve implementation.

Social media-live events: Even though the Secretariat has been very supportive with the dissemination of regional events, it is still a challenge for LAC to engage regional audiences through our social media channels due to time zone differences and language. Possibilities of getting additional support having this in mind would be ideal.

Workspace training: Webinars and/or online training for the region on how to take best advantage of Workspace tools would be needed for partner countries.

Translations, graphic design, video editing: With additional KM support and growing needs, having Secretariat resources (human and financial) for translations, graphic design and video editing will help us in freeing capacity and using our time more strategically. Procurement processes for hiring these resources takes long time and sharing a data base or having long-term contracts with a few of them will make more efficient and speed up the creation KM/Comms products.

IV. LESSONS LEARNED

- Spending time and efforts in properly gauging country needs was key to improve their satisfaction on the usefulness of exchange events.
 - Use of simple, short and strategic KM/Comms products such as short publications and videos is far more effective than long publications/reports and studies.
 - Engaging countries in being hosts, presenters and leaders in country exchanges has proven much more engagement and effectiveness in workshops and exchanges rather than agency lead presentations/facilitations.
 - Engagement of partners and donors in events is much needed to improve communications and have a wider REDD+ community benefit from learning experiences, country needs/advances and create richer exchanges.
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