

Standards and Trade Development Facility**Grant Application Form**

1. Project title	Support to pilot activities for national implementation of International Portal on Food Safety, Animal and Plant Health (Turkey, Uganda)
2. Requesting government/agency	FAO/WTO (joint work in Uganda)
3. Collaborating government(s)/agency	Ministry of Agriculture and Rural Affairs, Turkey; National Bureau of Standards, Uganda
4. Project objectives	<p>To develop a portal implementation handbook to assist countries in the establishment of a national internet-based site for the exchange of official legislation and regulations on food safety, animal and plant health.</p> <p>To promote the use of the International Portal on Food safety, Animal and Plant Health as a source of international standards and of national legislation and regulations on food safety, animal and plant health.</p> <p>To assist countries meet their transparency obligations under the SPS Agreement by ensuring that legislation in force is "available in such a manner as to allow interested Members to be come acquainted with them". Portal links in each country will be maintained by the SPS Enquiry Point.</p>
<p>5. Project activities</p> <p>Itemise main elements here and attach a detailed work plan, dissemination plan and evaluation plan</p>	<p>For each country, to:</p> <ul style="list-style-type: none"> • assemble an initial detailed information needs assessment through interviews, workshops and existing sources/outputs from other in-country SPS-related initiatives (see attached outline in Annex A - Deliverables); • facilitate a training workshop on implementing a national node for the portal, focused specifically on the organisation of information (see attached outline in Annex A – Deliverables); • undertake data loading (and conversion activities where materials are not currently available in electronic form); • carry out communication and dissemination activities in-country.

	<ul style="list-style-type: none"> • survey portal users to assess site use and gather success stories, as well as website usage statistics • organise a regional workshop (Near East; East Africa) to distribute portal implementation guidelines/the toolkit, and to publicise key messages and learning points from the pilot
<p>6. Private sector participation</p> <p>Detail the role, if any, that will be played by the private sector in the project</p>	<p>Private sector industry associations (producer groups for principal commodities; as well as those specifically involved in trade) will be involved in the initial needs assessment, and subsequently in in-country communication and dissemination activities. Private sector will be the main users of the portal directly, or indirectly (through SPS enquiry points).</p>
<p>7. Project outputs</p> <p>Specify outputs in detail and show relationship to key STDF objectives including capacity enhancement, improved market access and trade opportunities, linkages to country or regional program development priorities, public-private co-operation, innovativeness, demonstration effects, etc.</p>	<p>The chosen countries have been particularly selected for demonstration purposes – both are significant producers of agricultural commodities, one a low income country and one a middle income country, both moderately indebted (World Bank, April 2003)</p> <p>The pilot will:</p> <ul style="list-style-type: none"> • increase the information management capacity of SPS enquiry points, as well as national standards publication authorities; • improve transparency of issues related to market access, particularly for those markets in which Turkish or Ugandan producers wish to trade; • act as a focal point for public-private co-operation; • develop innovative solutions for local implementation and dissemination of information. <p>Specific deliverables will include:</p> <ul style="list-style-type: none"> • a multidisciplinary needs assessment (<i>Annex A/1</i>); • a working node of portal with current national data (<i>A/2</i>); • enhanced ability of SPS enquiry points to respond to questions (<i>A/3</i>). • a pilot evaluation report (<i>A/4</i>). • a handbook on improving capacity to manage information related to SPS issues, based on learning from the pilot and launched at a two day regional workshop (<i>A/5</i>)

<p>8. Project inputs Specify total project cost. Attach detailed breakdown of proposed uses of funds.</p>	<p>For each country</p> <ul style="list-style-type: none"> • Expert in local institutions – 3 weeks • International expert in SPS issues – 3 weeks <p>Both experts costed @ \$2500 per week including travel/DSA, total cost (6 weeks input for each country) = \$30,000 – to be partly funded by special allocation from USDA for needs assessment work (see below). Portion to be funded by STDF:</p> <p style="text-align: right;">\$20,000</p> <p>Data conversion costs (from paper to electronic form where needed) – up to \$2,500 per country</p> <p style="text-align: right;">\$5,000</p> <p>In-country training and dissemination activities – up to \$5000 per country</p> <p style="text-align: right;">\$10,000</p> <p>Regional 2 day demonstration workshop and guidelines launch (8 participants per region) – up to \$10,000 per region.</p> <p style="text-align: right;">\$20,000</p> <p>Total cost</p> <p style="text-align: right;">\$55,000</p>
<p>9. Non-STDF contributions Specify any financial contributions expected from sources other than STDF.</p>	<p>FAO arrears project - portal team member time (estimated 8 weeks each for K. Arfi (Turkey), A. Poulos (Uganda), plus DSA and travel costs during visits.</p> <p style="text-align: right;">\$45,000</p> <p>Coordination from portal project manager</p> <p style="text-align: right;">\$9,000</p> <p>Total value</p> <p style="text-align: right;">\$54,000</p> <p>US special allocation - funds made available to the portal project from USDA for a survey of information management capacity in the area of food safety, animal and plant health (to cover 10 countries) to be used during needs assessment stage</p> <p style="text-align: right;">\$10,000</p>
<p>10. Timetable Show proposed commencement and conclusion dates (maximum project duration two years)</p>	<p>Needs assessment [Q1/ 2004]</p> <p>Data loading to portal [Q2/ 2004]</p> <p>Training of SPS enquiry point [Q2/ 2004]</p> <p>Outreach and communication activities [Q2/ 2004]</p> <p>Development of handbook [from Q3/ 2004]</p> <p>Evaluation of impact [from Q4/ 2004]</p> <p>Evaluation of Pilot [Q1/ 2005]</p> <p>Regional workshop [Q1/ 2005]</p>

Annex A: Outline of Major Deliverables

A/1. multidisciplinary SPS information needs assessment

This will cover the following principal stages:

- Segmentation of target audiences in-country into principal groups
- Definition of information needs per group (types of questions to be answered; identification of primary sources of information)
- Determination of the nature of unmet needs

The resulting documentation defines the scope of the national portal node

Note: this work must be undertaken in association with other needs assessment and strategic work, which is funded by other agencies, within the relevant countries.

A/2. working node of portal with current national data

The International Portal can incorporate material in three ways – namely as:

- manually entered data on singly uploaded files;
- links to existing pages on particular relevant subjects on institutional websites;
- batches of URLs loaded from complex sites based on a systematic query for specific types of information and a mapping of associated metadata between the source site and the portal.

It is anticipated that the pilot will primarily involve the construction of a national node using the **first two options**, with the portal offering a hosting service for the publication of national legislation and regulations. In each case, no prior programming knowledge is required.

In some cases, information may need to be scanned to convert old hard copy documents to an electronic format

A/3. enhanced ability of SPS enquiry points to respond to questions.

A/4. pilot evaluation report

This report is to be based on an assessment of the impact of enhanced information exchange including the following: site use statistics (local and international trading partners); a survey of awareness of SPS issues within the private sector in the country; and specific feedback from users on site use.

A/5. handbook

The purpose of the handbook is to allow others to capitalise on the work done during the national pilots to improve their own information management capacity in the area of SPS information. It will offer practical guidance on both the construction of a local node (if this is perceived to be useful) and promotion and dissemination activities to make standards and the regulations of major importing countries available.