



Technical and Financial Project Proposal Template

<p>Name of the Organization:</p> <p>CLARENCE FITZROY BRYANT COLLEGE</p>	<p>Type of Organization:</p> <p>EDUCATIONAL INSTITUTION</p>
<p>Brief Description of the Organization:</p> <p>The mission of the Clarence Fitzroy Bryant College is:</p> <p style="text-align: center;"><i>“To foster the development of responsible, self-sufficient citizens by delivering a range of academic, professional and vocational courses and programmes that reflect the high values and standards and which prepare students to make lifelong contributions to their communities.”</i></p> <p>The Institution was established since 1984 and has since then grown to a current student population of about 1000 students in these various Divisions:</p> <ol style="list-style-type: none"> 1. Arts, Sciences and General 2. Health Sciences 3. Teacher Education 4. Technical Vocational Education and Management Services 5. Adult and Continuing Education 6. University of the West Indies – Level 1 <p>As provided by legislation (CFBC Act of 1997, as amended in 1998), the CFBC is in a transition to a statutory body for which a Board of Governors has been appointed and functioning since 1998. It also has a mandate to transition to a full university status and add baccalaureate and other programs. Specific plans are already approved for implementing its first baccalaureate degree; a BSN in Nursing will be offered in 2013-2014 academic year, and an AS Degree in Agricultural Studies will also be implemented in 2012-2013 academic year, with articulation agreement with the University of Central Florida to complete a baccalaureate degree. A major thrust of the CFBC is to place emphasis on skill-based training through the Technical and Vocational Division to meet the developmental needs of St. Kitts-Nevis.</p>	
<p>Contact Person:</p> <p>Dr. Leighton Naraine</p>	<p>Address:</p> <p>Burdon Street Basseterre, St. Kitts</p>
<p>Telephone:</p> <p>1-869-465-2856 (Work) 1-869-765-9195 (Personal – Mobile)</p>	<p>Email and Website:</p> <p>lnaraine@cfbc.edu.kn www.cfbc.com leightonnaraine@yahoo.com</p>
<p>Project title:</p> <p>Introducing Sustainable Transportation for St. Kitts-Nevis with the Use of Facilities for Non-Motorized Modes and Traffic Calming in Basseterre City.</p>	



Project Objective and Expected Outcomes:

1. To develop a database of transportation statistics
2. To determine percentage distribution of transportation mode share of commuters using private automobiles, mass-transit, motorized bikes, bicycles, and walking.
3. To assess the effect of spatial distribution and provision of vehicle parking facilities
4. To assess the effect of traffic conditions and design features of transportation networks on mode share
5. To formulate a transportation plan and implementation framework for re-distribution of mode share, with emphasis on reducing traffic congestion, pollution, and cost to commuters

Target Population:

Daily commuters (travelling to work and school) in St. Kitts-Nevis

Amount Requested in USD:

\$50,000

Project Duration in Months:

12 months



2. Project Summary:

The twin-island Federation of St. Kitts-Nevis is considered as one of the Small Island Developing State (SIDS) in the Caribbean. It is more specifically a part of the Organization of Eastern Caribbean States (OECS), all of which are of lesser developed status. Commuting patterns and transportation mode share over the past decade has been increasingly dependent on the automobile and a rapidly emerging solo-driver phenomenon. Opportunities of non-motorized transport have not been explored to encourage a shift in mode share. Such shift would require policy changes and redesign of roadways, parking facilities, and urban features. It would also require a shift in preference of commuters that can perhaps be best achieved by incentives and disincentives, appreciation of the benefits, such as reduced cost, traffic congestion, and pollution, as well as health benefits associated with a more environmentally friendly and livable urban center.

This project proposes a Sustainable Transportation Solution by introducing a Transportation Plan as an element of the National Plan Framework to address the issues stated above. It will emphasize the use of non-motorized transport modes (bicycling and walking) to achieve a shift in transportation mode share and implement facilities in a sector of Basseterre, the Capital City, as a demonstration of the possibilities towards a more sustainable urban center from which enhancements can be patterned.

3. Organization's Experience:

The Clarence Fitzroy Bryant College has a Research Committee that facilitates an annual Multi-Disciplinary Research Symposium to include presentations by faculty and students from its various Divisions/Faculties. Various governmental agencies also participate at the Symposium. In the past two years, students in the President's Scholar Program from the University of Central Florida, Burnett's Honor's College.

The Research Committee has undertaken a wide range of research topics, mainly for grant writing, and project planning, implementation and management for or in collaboration with various governmental agencies St. Kitts-Nevis. Some of the projects included collaboration with international agencies, such as The Nature Conservancy, Man And Biosphere (MAB) through which St. Mary's in St. Kitts was declared as a World Heritage Site, Disaster Management Initiatives by the Caribbean Environmental Disaster Management Agency, and Adaptation to Climate Change in which Dr. Naraine chaired the 2010 UNESCO Conference on "Climate Change Adaptation in the Caribbean: Science, Ethics, and Policies" hosted by the Government of St. Kitts-Nevis. That conference had participation by elected officials, other government officials, and expert natural and social scientists.

Other areas of research include topics in Teacher Education, Health Science, and Technical Vocational Education and Management Services.



Dr. Naraine is actively involved in region-wide of Pan-Caribbean research projects on Climate Change Adaptation for Caribbean Schools, Non-Traditional Agriculture Methods for Secondary Schools, and Disaster Management Education for Schools.

Dr. Naraine has successfully completed a thesis on “The *Bikestation* of Long Beach: An Evaluation” for a Master’s Degree in Urban and Regional Planning at the California State Polytechnic University. He subsequently performed research consultation work for a related project for the feasibility of Bike-Transit for the City of Pittsburgh, Pennsylvania. Additionally, he was a member of the Transportation Sciences Academy at the Los Angeles County Metropolitan Transportation Authority in California.

This project will be carried out in collaboration with the St. Kitts-Nevis Department of Physical Planning and Environment in the Ministry of Sustainable Development. Practitioners in that department will be actively engaged in the planning and implementation of this project. Additionally, Mr. Meshach Alford, Senior Physical Planner with the Department of Physical Planning and Environment is a team member on this proposal.

4. Project Narrative Description:

4.1. Rationale:

The St. Kitts-Nevis (St. Christopher) National Physical Development Plan (NPDP), 2006, identifies Transport Infrastructure as a major factor that influences the level of physical development. The NPDP seeks to address the provision of infrastructure with investments in roads, improvement of transportation network and overall level of related infrastructure. There is specific attention to improvements in road surface, road traffic volume, pedestrianization, provision of by-pass roads, parking and bus stands. The emphasis of the NPDP is on Transport Infrastructure. Traffic statistics is generally compiled by the Police Traffic Department of motor vehicles licensing and regulations and Inland Revenue Department on vehicle registration fees. Both the Traffic and Inland Revenue Department gather data on such aspects as road accidents, vehicle types, sizes, capacities, and year (similar data is collected by insurance agencies). However, it is not know to what extent such data is analyzed and utilized for transportation planning.

With such emphasis of the NPDP and the various departments and agencies concerned with transportation in St. Kitts-Nevis, it appears that there is limited emphasis on traffic congestion relief management, mode share, and pollution regulations and mitigation. It also appears that a solo-driver phenomenon is rapidly developing.

This proposal for Sustainable Transport Solutions will examine data by various department and agencies to determine existing patterns and formulate ways to address gaps in the data set that are essential for planning. Such planning would provide a mechanism to design a more environmentally friendly and livable urban center that would contribute to community development.

4.2. Baseline:



The NPDP characterizes the transportation in the capital city of Basseterre as a rigid grid-iron, with mostly narrow streets, limited scope for parking, and minimal pedestrian pavements. It describes most roads in downtown Basseterre as congested due to an increase in vehicular traffic and the inability to widen existing roads (originally designed for horse-drawn buggies during British colonial governance). The Statistical Review of St. Kitts-Nevis (2004), shows that the increasing traffic has been accompanied by an increase in the number of road accidents that averaged about 944 per annum between 1995 and 2001, and during that same period approximately 208 persons annually were injured and road fatalities averaged about 6 per annum.

The NPDP indicates that there is a good pattern of alleyways within villages and in Basseterre. The grid-iron road network in central Basseterre has pavements either side on most streets, but these are narrow and of insufficient capacity.

The number of public service vehicles increased from 460 in 1993 to 1,240 in 2003, an increase of 270%. Public transport consists almost entirely of mini-buses, all of which are privately-owned. There is no publicly-operated transport service. There are also a number of taxis operating mainly from the Basseterre city centre. Mini-bus routes are confined mainly to the island main road. Unless commuters live within walking distance of major routes, they are poorly served by public transport. Some areas such as the SEP, Frigate Bay and Bird Rock are not served by commuter buses.

4.3. Project Goals and Purpose:

A database for transportation statistics will be developed to inform policy and forecast needs to avoid potentially costly mitigation measures. Adaptation to changing demands is perhaps a more sustainable approach than mitigation. It will propose that transportation be viewed as an element of the General Plan Framework or Master Plan for the country in which the approach to transportation would play a central role in urban design and community development for a more pedestrian and non-motorized friendly environment to foster a more environmentally friendly and livable urban center. It will recommend policies to place more emphasis on traffic congestion relief management by encouraging the percentage distribution of mode share, while reducing pollution and fostering an environment with opportunities for recreation and leisure, social interaction, commerce, and urban living.

4.4. Project Outputs and Indicators:

Review existing transportation legislation and policies, and describe and analyze them for good and/or ineffective practices.

Identify factors influencing mode share and design a database with the relevant variables/data fields.

Gather data from existing reports and statistical records to derive characteristics and trends in mode share of commuters.



Develop a Transportation Plan as an element of the Master Plan Framework or NPDP for St. Kitts-Nevis, with emphasis on non-motorized transport (bicycling and pedestrianism), and parking restrictions and provisions.

Introduce awareness activities to sensitize commuters about the benefits of bicycling and pedestrianism in urban centers, with explanations of incentives and disincentives.

Implement the newly developed Transportation Plan (mentioned above) to a section of the Urban Center (as a demonstration).

Monitor and evaluate the effectiveness of the Transportation Plan to determine the shift in mode share.

4.5. Project Activities and Methodology:

Leading studies on bicycle commuting and walking consist of research by the US Department of Transportation (USDOT) and the Federal Highway Administration. Non-motorized transportation modes and parking facilities in various local jurisdictions in more developed countries of the world, e.g. USA, Germany, Australia, and Japan have been gaining attention as a means of reducing traffic congestion, and controlling pollution. In lesser developed countries of the world commuters have depended on non-motorized transport modes primarily to reduce commuting cost and navigating through dense traffic congestion. Other significant independent work includes Forester (1994), Noble (1994), Doolittle and Porter (1994), Kaiser and Hamburg (1993), Replogle and Parcels (1984), Williams and Larson (1996), and Moritz (1997).

All of these works point to the general characteristics of bicycle commuters as: gender, age, work status, occupation, income, education, marital status, and geographic location. Age and gender are found to be the two most powerful variables in predicting whether a person will commute to work by bicycle.

Williams and Larson (1996) concluded that bicycle commuters comprised an 80 percent male population, between ages 40 to 50, and up to age 34 for females. The various studies indicate that the most commonly used reasons for not bicycling to work are distance and time, absence of safe places to ride, lack of secure bike parking and showers at work, and fear of crime. Reasons for biking typically rate health as the most important, followed by the desire to reduce travel expense.

The strongest literature support for secure bicycle parking comes from Replogle and Parcels (1984) with the notion that “guarded service” will combat theft, as found in European and Japanese cities. The USDOT finds that designated bicycle lanes and curb cut-outs are essential in promoting bicycling in urban centers. Moreover, with appropriate urban design for traffic calming and bicycle and pedestrian friendly environments, mode share of non-motorized transit can be increased.

The methods to determine the feasibility and location of facilities to support non-motorized transit mode are three fold:



1. Gather input and recommendations, based on existing secondary data and trends, as well as data to be derived from primary data from NGOs, CBOs, and governmental organizations.
2. Spatial analysis of the environmental context and urban features to determine the optimum location for non-motorized and motorized parking facilities, with policy recommendations to discourage parking through incentives/disincentives in urban centers.
3. Measure public sentiment through a survey of commuters and the general public about policy recommendations (derived from 2, above).
4. Conduct a public meeting to share findings from steps 1, 2, and 3 (above), and derive feedback.
5. Formulate the Transportation Plan to shift mode share.
6. Implement a model parking facility for motorized transit on periphery of the city, as well as facilities at a single location (demonstration) for non-motorized transit, bike lanes, and curb cut-outs.
7. Monitoring and Evaluation of the project to determine performance and provide feedback to the policy and implementation.
8. Determine the shift in mode share, as a result of this project, with the view of on-going intervention.
9. Build institutional capacity in the Department of Physical Planning and Environment to plan and implement similar interventions.

4.6. Logical Framework:

Narrative Summary	Performance Indicators	Means of Verification	Assumptions/Risks
Goal <i>Shift transit mode share from heavy dependence on automobiles to non-motorized modes</i>	<i>Percentage increase in non-motorized mode share, and utilization of demonstration facilities</i>	<i>Traffic statistics, periodic traffic counts, commuter surveys, and field observations</i>	<i>It is assumed that commuters would change their behavior to reduce traffic congestion. Commuters may still have a preference for solo-driving, but a gradual shift in the short-term with proven benefits may lead to greater shift in the long-term</i>
Purpose <i>To introduce a change in emphasis on sustainable transport solutions, and introduce concept of facilities to influence change in commuter preferences</i>	<i>Feedback from commuters and general public</i>	<i>Spatial analysis of urban transportation features</i>	<i>Capacity building and inter-agency collaboration</i>
Outputs	<i>Planning in 1st half</i>	<i>Document output of</i>	<i>Progressive Reviews</i>



<ol style="list-style-type: none"> 1. Capacity Building Program. 2. Transportation Plan as an element of the City Master Plan. 3. Location and Design of parking facilities, bicycle lanes, and curb cut-outs. 4. Monitoring & Evaluation Framework. 5. Community Outreach. 	<p><i>of the year, and Implementation in 2nd half of the year, with Evaluation Report at the end of Year (also progressive, interim reports)</i></p>	<p><i>Transportation Plan, and review/reports by independent agency representative</i></p>	<p><i>and Reports</i></p>
<p>Activities</p> <ol style="list-style-type: none"> 1. Work Plan 2. Capacity Building within Department of Physical Planning and Environment to gather and analyze transportation statistics 3. Develop Database 4. Conduct surveys and Interviews 5. Formulate Sustainable Transportation Plan 6. Implementation Demonstration of Parking Facility and Bicycle Lane 	<p><i>\$2,000</i></p> <p><i>\$4,000</i></p> <p><i>\$6,000</i></p> <p><i>\$7,000</i></p> <p><i>\$5,000</i></p> <p><i>\$24,000</i></p> <p><i>\$5,000</i></p>	<p><i>Reports from Project Team and Reviews by OAS Representatives</i></p>	<p><i>Each activity will depend upon the successful completion of the previous activity</i></p>



<p><i>and Curb Cut-Outs</i></p> <p>7. <i>Monitoring and Evaluation, and Community Outreach</i></p> <p>8. <i>Final Report</i></p>	<p>\$1,000</p>		
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4.7. Time frame / work plan:

Work Plan																		
Activity	Output	Months												Responsible	Indicator	Budget		
		1	2	3	4	5	6	7	8	9	10	11	12			OAS Funds	Co-Financing	
1.1.																		
1.1	Work Plan	x													L. Naraine	Plan	\$2,000	
1.2.																		
1.2	Capacity Building		x	x											M. Alford	Program	\$3,000	\$1,000
1.3.																		
1.3	Develop Database		x	x											M. Alford	Database	\$5,000	\$1,000
1.4.																		
1.4	Surveys & Interviews				x	x									L. Naraine	L. Naraine	\$5,000	\$2,000
1.5.																		
1.5	Transportation Plan					x	x								L. Naraine	Plan	\$5,000	
1.6.																		
1.6	Implementation							x	x	x	x	x	x		M. Alford	Plan & Reports	\$24,000	
1.7.																		
1.7.1	Monitoring							x	x	x	x	x	x		L. Naraine	Plan & Reports	\$2,000	\$1,000
1.7.2	Evaluation								x	x	x	x	x		Independent	Plan & Reports	\$2,000	
1.7.3	Outreach										x	x	x		M. Alford	Program	\$2,000	\$2,000
1.8.																		
1.8	Final Report												x	x	L. Naraine	Report		\$1,000
Total:																	\$50,000	\$8,000

4.8. Monitoring and Evaluation:

This will be guided by a Monitoring and Evaluation Plan Framework. A form will be developed to specify the performance measures, criteria, indicators, responsible person, results/outcomes, and feedback mechanism.

4.9. Gender Sensitivity and Community Inclusiveness:

The surveys and interviews will gather data on gender distribution and perspectives. As stated earlier in this proposal, age and gender are found to be the two most powerful variables in predicting whether a person will commute to work by bicycle. Particular attention will be given to design features of the policy and implementation, based on gender differences.



4.10. Team Composition and Task Assignment: Indicate the structure and composition of your team. List the name of staff, organization, area of expertise, position assigned, and task assigned.

Dr. Leighton Naraine – Chairperson : Geography, Urban & Regional Planning, Public Policy, Management & Administration, Teacher Education

Mr. Meshach Alford – Assistant Chairperson: Social Sciences, Sustainable Community Development, Physical Planning

Mrs. Gaile Gray-Phillip – Statistician: Mathematics, Research Methods, Teacher Education

4.11. CVs of Proposed Staff:

(see attachments: CVs for Dr. Leighton Naraine, Mr. Meshach Alford, Mrs. Gaile Phillip)

5. Budget:

Price Schedule Form

Financial Proposal / Price Schedule					
Total Financial Proposal [currency/amount]: \$58,000 (USD)					
Date of Submission: August 20, 2012					
Authorized Signature: Dr. Leighton Naraine					
	Description of Activity/Item	No of Consultants	Rate per Day [currency/ amount]	No of man-days	Total [currency/amount]
1.	Remuneration				
1.1	Services at Home Offices (CFB College)	5			\$3,000
1.2	Services on site (if applicable)	3	300	65	\$19,500
2	Implementation (Materials & Services				\$31,900
2.	Other Expenses				
2.1	Travel	5	25	30	\$750
2.2	Per Diem Allowances	5	25	30	\$750
2.3	Communications	5	1	360	\$360
2.4	Administration & Misc. (15 + 3%)				\$1,740
Project Total (USD)					\$58,000



Annex 1: Document proving the legal existence of your Organization

(To be scanned and E-mailed separately)

Curriculum Vitae

Gaile A. Gray-Phillip, MRes.

P.O. Box 1692 • Conaree Beach • ST. KITTS
Home: (869) 465-5115 • Mobile: (869) 662-3365
Email: gailephillip@gmail.com

PROFESSIONAL PROFILE

- Accomplished career demonstrating consistent success as an Educator at the secondary and higher education levels.
- Proven competencies in leadership through the development and overseeing of the delivery of a college level Mathematics course, management team member, research committee chairperson, research symposium coordinator and facilitator of workshops for Mathematics educators.
- Experience in distance and e-learning both as a tutor and as a student. Participated in strategy meetings of the Virtual University for Small States in the Commonwealth (VUSSC) and the Caribbean Learning Knowledge Network (CKLN).
- Qualified researcher with interest in quantitative research.
- Effective communicator and team leader with excellent planning and organizational strengths as well as the ability to lead, set goals, solve problems and achieve results.

EDUCATION

- **Master of Research (MRes.), Educational and Social Research**, The University of London, Institute of Education, London, UK. 2009
DISSERTATION: *Predictors of academic performance in the Caribbean Advanced Proficiency Examinations: effects of performance in the Caribbean Secondary Education Certificate Examinations and gender.*
- **Certificate in Teacher Education**, University of the West Indies, Cave Hill Campus, Barbados, 2000.
- **BSc. Natural Sciences (specialized in Mathematics)**, University of the West Indies, Mona Campus, Jamaica, 1992.

RESEARCH

- Predictors of academic performance in the Caribbean Advanced Proficiency Examinations: effects of performance in the Caribbean Secondary Education Certificate Examinations and gender (2009) Dissertation.
- Statistician: *Changing the health of a Nation: a multiphase health promotion community intervention study of women in the St. Kitts industrial sector*. Presented at the UWI School of Nursing Research Conference 2009 (May 28th).
- Research Interests: Gender Issues, Distance and online learning, Adult learning, Factors affecting learning.

PROFESSIONAL EXPERIENCE

Lecturer, Clarence Fitzroy Bryant College, St. Kitts, 1997 to Present

- Courses: Applied Mathematics, Statistical Analysis, College Mathematics, Introduction to Statistics (UWI St. Augustine, ECON1005), Applied Statistics (UWI Cave Hill, MATH1110), Additional Mathematics. Member of the Disciplinary Committee; Chair of the Research Committee, Course Coordinator for College Mathematics; Member of the Management Team of the CFB College.

Course Coordinator, Introduction to Statistics ECON1005, University of the West Indies, Open Campus, Semester 1, Academic Year 2010-2011

- Content expert responsible for the overall academic integrity and delivery of the course. Responsible for supervising the e-tutors in the course and for the overall monitoring of the course to address the academic needs of the students.

E-tutor, University of the West Indies, Open Campus, 2007 to Present

- Online Courses: Introduction to Statistics, Mathematics for Social Sciences and Survey Research and Design. Created presentations, initiated and monitored discussions, graded assignments, provided feedback and addressed the academic needs of the students.

Adjunct Instructor, International University of Nursing, St. Kitts, 2006 to Present

- Designed suitable Mathematics courses for nursing students. Teach College Algebra, College Mathematics and Introduction to Statistics. Sat on Curriculum Committee. Participate in academic planning and quality assurance meetings geared towards accreditation.

Local Tutor, University of the West Indies, School of Continuing Studies, 2002 to 2007

- Taught courses: Introduction to Statistics, Mathematics for Social Sciences and Remedial (Preliminary) Mathematics.

Graduate Teacher, Sandy Point High School, St. Kitts, 1992 to 1997

- Taught courses: Mathematics, Physics and Information Technology. Head of the Mathematics and Information Technology Department.

Quality Assurance Officer, Jamaica Bureau of Standards. August 1991 to July 1992

- Monitored and evaluated practices and procedures with respect to manufacturers and established approved *quality assurance* systems to ensure that standards are maintained to safeguard consumers.

PROFESSIONAL AFFILIATIONS

Caribbean Examination Council (CXC)

- Member of Caribbean Advanced Proficiency Examinations (CAPE) Syllabus Review Committee/Panel: Pure Mathematics, Applied Mathematics and Statistical Analysis, 2003 to Present – (participated in 2 reviews)
- Assistant Chief: Statistical Analysis (Advanced Level Proficiency), July 2007 to Present
- Examiner (Table Leader): Statistical Analysis (Advanced Proficiency), July 2006
- Assistant Examiner (Marker): Mathematics (General Proficiency), July 1994 to July 2004 and Statistical Analysis (Advanced Proficiency), July 2005

RELEVANT MANAGEMENT EXPERIENCE

- Course Coordinator for the College Mathematics programme
 - Perform functions as national resource person
 - Developing and overseeing the course delivery
- Chairperson of the Research Committee, 2009 to Present
 - Main responsibilities: to motivate and educate students and faculty on conducting research; conduct and publish scholarly investigations and host annual research symposiums to provide a forum for students and faculty to present what they have learned through their research experiences to a larger audience and to facilitate the discussion of cutting edge research topics.
- Member of the Management Team, 2006 to Present
 - Main responsibilities to report on matters pertaining to the College Mathematics and the Research Committee; aiding the team in resolving issues and making administrative decisions

WORKSHOPS FACILITATED

- Sept 2008, **“CSEC Mathematics Syllabus: Orientation Workshop.”** Sponsored by Caribbean Examinations Council and presented to all secondary mathematics teachers in the Federation of St. Kitts and Nevis, Basseterre, St Kitts
- March 2005, **“Teaching Problem Solving Skills - Mathematics Teachers Workshop.”** Presented to mathematics teachers, Cayon High School, St. Kitts
- October 2004, **“Orientation Workshop for revised Pure Mathematics, Applied Mathematics and Statistical Analysis syllabuses: Orientation Workshop.”** Sponsored by Caribbean Examinations Council and presented to teachers of pure and applied mathematics in the OECS, St. John’s, Antigua

- 2002, 2003, **“Seminar - Learning Styles and Study Skills.”** St Christopher Preparatory School, Basseterre, St. Kitts
- 2001, **“Seminar - Skills for Success at College: Time Management, Study Skills, Health Management and Research Methods.”** Clarence Fitzroy Bryant College, Basseterre, St. Kitts
- 1999, 2000, 2005 **“Workshop - Skills for Teaching Mathematics”** presented to mathematics teachers, Sandy Point High School and Cayon High School

PROFESSIONAL DEVELOPMENT

Certifications

- **Certificate in Probability Distributions,** (Statistics.com) Facilitated by Prof. Madhav Kulkarni, Head of Mathematics and Statistics Dept, B.Y.K. College of Commerce, Nashik, India. (2010)
- **Certificate in Maximum Likelihood Estimation,** (Statistics.com) Facilitated by Mr. Kuber Deokar, Senior Teaching Assistant and Instructional Operations Supervisor, Statistics.com (2010)
- **Certificate in Sample Size and Power Determination,** (Statistics.com) Facilitated by Dr. Thomas Ryan, Consultant, Elected Fellow of the American Statistical Association and the American Society for Quality, and Fellow (member) of the Royal Statistical Society, (2010)
- **Certificate in Managing and Facilitating Online Instruction,** University of the West Indies Open Campus in collaboration with the Virtual University for Small States in the Commonwealth, (2008)
- **Certificate in Ordinary Statistics,** Royal Statistical Society (RSS), UK, 2003

Conferences and Workshops Attended

Caribbean Knowledge and Learning Network (CKLN)

- “Redesigning a Course for Online Delivery” Clarence F Bryant College, St. Kitts, February 2006
- “Introduction to Moodle & Conversion of course to online” Workshop, Barbados, 2005 & Grenada 2006
- “New Approaches to Learning” Workshop, St Kitts, October 2005

Virtual University for Small States in the Commonwealth:

- “Second Strategy Meeting for Interlocutors and Institutional Managers”, Singapore, April 2006

Ministry of Finance, St. Kitts

- “Workshop - Data Collection Protocols and Participatory Research Techniques”, May 2003

COMMUNITY SERVICE

- Mentor, Diamonds in the Rough Mentoring Program, Washington Archibald High School St. Kitts, 2009 to Present
- Secretary, Jamaican-Kittitian Association (JAMKIT), 2008 to Present

Dr. LEIGHTON NARAINÉ**CURRICULUM VITAE****PERSONAL DATA**

D.O.B.: October 27, 1957
Address: The Glen, Lower Monkey Hill, St. Peter's, St. Kitts, W.I.
Phone: 1(869)765-9195
Email: leightonnaraine@yahoo.com; lnaraine@cfbc.edu.kn

EDUCATION

2002 to 2006: **Ph.D – Management**
 Girne American University, Turkish Republic of North Cyprus

2002 to 2003: **Graduate Teacher Education Certificate**
 University of the West Indies, Cave Hill, Barbados

1998 to 2001: **Master of Arts – Public Policy & Public Law**
 Claremont Graduate University, Claremont, California

1995 to 1998: **Master of Urban and Regional Planning**
 California State Polytechnic University, Pomona, California

1978 to 1982: **Bachelor of Arts – Geography**
 University of Guyana, Turkeyen Campus, Guyana

OTHER SPECIALIZED TRAINING

Numerous certificates and on-the-job training programs (**43** credit hours), including:
 Regulatory Compliance, Strategic Planning, Budgeting, Labor and Employee Relations,
 Occupational Health and Safety, Management, and Computer Programming in BASIC and
 Software Applications (Spreadsheets, Database, Word processing, etc.)

WORK EXPERIENCE

2007 to present: **Vice Principal (Ag.), Clarence Fitzroy Bryant College (CFBC).**

2002 to present: **Lecturer, Clarence Fitzroy Bryant College, St. Kitts.**

- College Administration: academics and facilities
- Geography and Environmental Science Lecturer: Caribbean Advanced Proficiency Examinations (CAPE) and Associate Degree for Caribbean Examinations Council
- Geography Lecturer: CFBC/University of the West Indies Associate Degree in Secondary Teacher Education Programme

2002 to present: **Examiner, Caribbean Examinations Council, Jamaica & Barbados.**

- Supervise and train Assistant Examiners
- Standardize and review research projects and examination scripts marked by Assistant Examiners for CAPE – Geography and Environmental Science
- Prepare reports for the Caribbean Examinations Council
- Item Writing and Setting Exams for Geography and Social Studies, University of the West Indies, Faculty of Teacher Education, Barbados

1999 to 2002: **Independent Research Consultant**

- Research projects for Los Angeles County Metropolitan Transportation Authority and Pittsburgh (Pennsylvania)
- Research projects Housing & Community Development for Cities of Los Angeles, Long Beach, and Pomona
- Environmental Research and prepared Environment Impact Reports

1995 to 1999: **Manager, Board Administration/Legal Services Dept., Los Angeles County Metropolitan Transportation Authority, Los Angeles, California, USA**

- Formulated and implemented company policies and procedures for employees at various Divisions throughout the County of Los Angeles
- Prepared departmental reports and presented them to executive staff
- Interpreted and applied laws and legislation governing legal issues of the agency
- Communicated with courts, attorneys, insurance agencies, risk management department, law enforcement agencies, investigators, and auditors for regulatory compliance of federal, state, municipal, and city transportation projects
- Developed and implemented computerized database for processing, tracking, and storage and retrieval of agency documents

1984 to 1994: **Senior Master/Head of Department, Anna Regina Secondary School, Guyana**

- Administered various aspects of school curriculum and managed facilities and operations
- Managed Social Studies Department
- Prepared students for the CXC and London and Cambridge General Certificate Examinations (GCE) at the Ordinary and Advanced levels in Geography and Social Studies

1982 to 1984: **Head of Department/Teacher, Morant Bay High School, Jamaica**

- Supervised Social Studies Department
- Prepared students for the London GCE Advanced-level Geography exams

1977 to 1982: **Teacher, Brickdam Secondary, Guyana**

- Prepared students for the London GCE Ordinary-level Geography exams

1979 to 1980: **Planning Research Technician, City of Georgetown, Guyana**

- Collected and analyzed data for an international planning team from Finland and Hungary in developing the General Plan for City of Georgetown

OTHER WORK EXPERIENCE

- Mentored students in Transportation Careers Academy, Los Angeles, California
- Evaluated federally funded transportation program for the Transportation Research Board, US Department of Transportation, Washington DC
- District Commissioner, Jamaica Scout Association, St. Thomas Parish, Jamaica
- Program Partner/Project Manager, University of Central Florida, Burnett Honors College, Summer Program in Environmentalism for President's Scholars: Summer 2008 to present
- Non-Traditional Sustainable Agriculture Research Projects, CFB College, St. Kitts
- Chairman, Climate Change Advisory Committee and Conferences, St. Kitts-Nevis

Meshach Alford

#19 Willets Estate
Willet's Village
St. Paul's, St. Kitts
West Indies
Telephone: 18697602573
Email: meshach.alford@gmail.com

PROFILE:

A highly motivated and enthusiastic graduate with an extensive knowledge of sustainable development principles, writing and research. An unwavering commitment to excellence coupled with a keen attention to detail thereby performing in both an efficient and precise manner. Proven ability to work as part of a team and able to work on own initiative to meet challenging deadlines. Excellent communication and organizational skills with the will and determination needed to succeed.

EDUCATION

- | | |
|-------------|--|
| 2010 – 2011 | Msc. Sustainable Rural Development (with commendation)
University of Aberdeen, Department of Geography and
Environment
Coordinator: Dr. A Ioris |
| 2005 - 2008 | Bsc. (Hons) Sociology and Law (Second Class) University
of the West Indies, Cave Hill Campus, Barbados |
| 2000 – 2002 | A Levels: Geography (3), Literatures in English (4), Caribbean
History (3) |

ADMINISTRATION EXPERIENCE

- | | |
|-------------|--|
| 2006 – 2007 | Hall Representative/ Sports Chairperson – Frank Worrel Halls,
University of the West Indies |
|-------------|--|

Planning and coordinating various sporting activities including: table tennis tournaments, soccer, cricket competitions and inter-hall track and field events.

2009- 2010 President of the St. Paul's Cricket Association

WORK EXPERIENCE

2008 – 2010 Administrative Cadet Ministry of Education (Government of St. Kitts and Nevis)

2009 St. Paul's Community Council – Participated in conservation Projects including roundabout restoration and tree planting

2003 - 2005 Customs Officer – General warehousing and valuation

TECHNICAL SKILLS

Databases: SPSS

Programmes: Microsoft Word, Excel, PowerPoint

CONFERENCES AND COURSES

July 2009 'Building Capacities of Young Political Leaders in the Caribbean'

REFERENCES

- April Bernard, Ph.D (Lecturer)
Lecturer in Sociology
Deputy Dean – Distance and Outreach
Faculty of Social Sciences
The University of the West Indies, Cave Hill Campus
Bridgetown, Barbados
246-417-4288 (phone)
april.bernard@cavehill.uwi.edu
- Antonio Ioris, Ph.D (Programme Coordinator),
Lecturer, Political Ecology of Water and Environmental Management
Coordinator of Sustainable Rural Development
University of Aberdeen
Old Aberdeen, Scotland

AB24 3FX
United Kingdom

- Hon. Nigel Carty (Employer)
Minister of Education and Information
Government of St. Kitts and Nevis
Ministry of Education Building
Church Street
Basseterre
St. Kitts
W.I