



# CLIMATE FINANCE MONITORING AND EVALUATION GREEN CLIMATE FUND

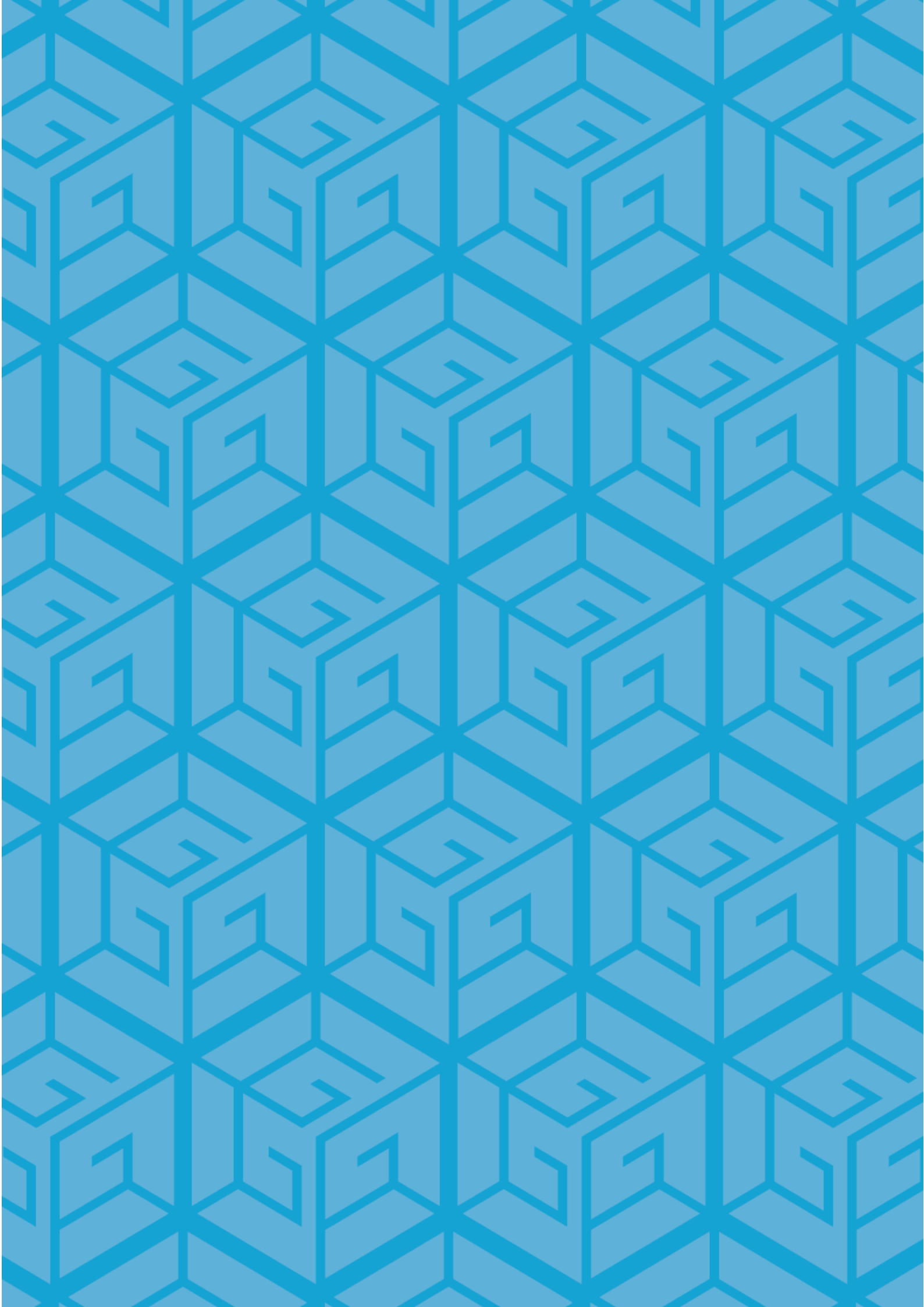
## WEBINAR REPORT



Climate Finance Monitoring and Evaluation Training

27 May 2020

Zoom Online Webinar



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## Acronyms

AE	Accredited Entity
CCDA	Climate Change and Development Authority
CSO	Civil Society Organisation
DAE	Direct Access Entity
DJAG	Department of Justice and Attorney General
DNPM	Department of National Planning and Monitoring
DPLGA	Department of Provincial and Local Level Government Affairs
EE	Executing Entity
FAO	United Nations Food and Agriculture Organisation
GCF	Green Climate Fund
GGGI	Global Green Growth Institute
GoPNG	Government of Papua New Guinea
IAE	International Access Entities
IUCN	International Union for Conservation and Nature
JICA	Japan International Cooperation Agency
M&E	Monitoring and Evaluation
NDA	National Designated Authority
NGO	Non-governmental Organisations
NOL	No Objection Letter
PCCC	Provincial Climate Change Committee
PICT	Pacific Islands Countries and Territories
PNG	Papua New Guinea
SPC	Pacific Community
SPREP	Secretariat of the Pacific Regional Environment Programme
TWG	Technical Working Group
UN	United Nations
UNDP	United Nations Development Programme
UNFCCC	United National Framework Convention on Climate Change
USAID	United States Agency for International Development

## Introduction

Climate Change continues to pose increased risk and vulnerability to the population of Papua New Guinea. The adverse impacts of climate change are evident on the ground and experienced by many people at the community level, who rely substantially on the natural environment to sustain their livelihoods.

The issue of climate change has taken a centre stage in today's international discourse. Papua New Guinea and other Pacific Island countries remain some of the most vulnerable in the world with Papua New Guinea (PNG) rated as the tenth (10<sup>th</sup>) most vulnerable country to the effects of climate change. We all can testify to the impacts of climate change on ourselves, our family, and communities. Vulnerability to the effects cuts across sectors environmentally, socially and economically. Frequent rainfalls causing crop failures, landslides and damage to roads and bridges affect economic activities in PNG; the spread of malaria in the Highlands region increases health risks; and sea-level rise with salt-water intrusion into freshwater system or coastal flooding impacts PNG's coastal villages.

Despite PNG's positive economic outlook, and its status as a low greenhouse gas emitting nation, it has taken a bold stance both internationally and locally in rallying the 'call to action' on issues of climate change. The recent Medium-Term Development Plan (MTDP-III) has given greater prominence to adaptation and mitigation measures as risk aversion mechanisms to the country's increasing socio-economic potential within the Asia Pacific region. The Climate Change and Development Authority (CCDA), under the PNG's Ministry of Environment, Conservation and Climate Change, has committed to implementing adaptation and mitigation actions in support of MTDP-III targets and aspirations.

PNG has pledged to implementing its 'commitments' under the United Nations Framework Convention on Climate Change (UNFCCC) and its 'obligations' under the Paris Agreement by enacting the *Climate Change Management Act* (CCMA) (2015) and the *Paris Agreement (Implementation) Act* (2016). PNG was one of the first countries to submit its Nationally Determined Contributions (NDC) under the Paris Agreement to UNFCCC Secretariat on 29 March 2016. The CCDA was created following the enactment of the CCMA. The CCMA is the principle piece of legislation that deals with climate change related issues in PNG.

Following CCMA was the establishment of the 'CCDA' and the development of its Corporate Plan 2018-2022. The Corporate Plan provides a 'strategic and priority action' for implementation. To implement these plans, the CCDA needs to build its capacity and requires access to climate finance including from the Green Climate Fund (GCF). CCDA is PNG's National Designated Authority (NDA)/Focal Point to the GCF. The CCDA is currently building its capacity as an NDA through the GCF Readiness and Preparatory Support project (GCF Readiness), which is being implemented by the Global Green Growth Institute (GGGI); a multilateral organization specializing in inclusive and climate resilient green growth as an economic model for poverty reduction.

As part of PNG's GCF Readiness project, the Climate Change and Development Authority (CCDA) has organized an interactive participant forum Webinar to discuss these concerns. The Webinar is facilitated by the Global Green Growth Institute (GGGI) as the delivery partner of the project with technical support from Moana Continent Consultancy. The Webinar brought together expertise and learnings from leaders in Papua New Guinea.

The webinar presented to the participants an interactive session of Climate Finance Monitoring and Evaluation (CFM&E) concepts and case studies. This will aid CCDA and project implementers better integrate CFM&E into climate change projects in PNG. The Webinar provided an opportunity for

participants to discuss CFM&E approaches and strategies that need to be considered when developing and implementing climate change projects in PNG.

## Objectives of the Workshop

The objective of the climate finance monitoring and evaluation webinary was to familiarise Papua New Guinea stakeholders with the GCF monitoring and evaluation requirements when developing climate change proposals to access funding from the GCF.

The intent was to facilitate discussion on climate finance monitoring and evaluation in PNG, gender welcoming feedback and improvements to the process with a participatory approach.

Provided in advance to participants were knowledge materials to spark discussion and practical exercises. These include the following and are included in Annex 5.

- Adaptation indicators
- Mitigation indicators
- REDD+ indicators
- Examples of Means of Verification

An Evaluation Form (see Annex 4) was provided to participants at conclusion of the webinary. A summary of the evaluation results are explored in *Participant Expectations and Contributions*.

As the Delivery Partner to Papua New Guinea's Green Climate Fund Readiness program, GGGI through the workshops aimed to present learning outcomes associated with two modules as follows:

### Module 1: Understanding GCF M&E requirements

Learning outcomes:

- Appreciate how GCF uses monitoring and evaluation information
- Know about the GCF policies and templates for monitoring and evaluation
- Appreciate the GCF M&E requirements at all the Project levels
- Learn the mandatory GCF 'mitigation' and 'adaptation' results
- Know about M&E requirements in each of the three 'Project Level' stages

A question and answer forum check opportunity was presented at the end of Module 1 before a summary of the module was provided.

### Module 2: Practical M&E tools to design projects

Learning outcomes:

- Know what is monitoring and evaluation and why we do it
- Know why monitoring and evaluation supports project design
- Know what a theory of change is and the steps involved
- Develop a logical framework
- Assess project risks and identify mitigation measures
- Prepare a budget for your project

A question and answer forum check opportunity was presented at the end of Module 2 before a summary of the module was provided.

The webinar and supporting documentation was tailored toward:

- Frontline climate change project planners, implementers and monitoring and evaluation practitioners
- Those that are active at a local level in GCF climate project activities

## Participants

The *Climate Finance Monitoring and Evaluation Training Webinar* included participants from five (5) provinces of Papua New Guinea, government workers, development partners, academia, civil-society organizations and the private sector. CCDTA Technical Working Committee Members, together with key government line agencies in particular, were provided the opportunity to take part. A total of 109 participants were invited to attend the webinar. Forty-nine confirmed their attendance, and 54 dialed in. There were also additional participants joining from conference room facilities from various agencies.

Originally planned for an in-person workshop, the strategy was changed to the Zoom platform due to the recent COVID-19 pandemic and social distancing requirements. This resulted in a wider net of invitees being able to attend as participants from various locations around PNG.

The webinar took place using the Zoom Platform due to social distancing requirements under the current Covid-19 pandemic and was held in one three-hour session on 27 May 2020 from 9am to 12pm.

To enable this webinar to take place, participants were asked in their email invitations to download the Zoom application onto their devices (phone or laptop). To attend the webinar, participants were asked to register using the link provided in their online invitation issued via email. Participants were then provided with a link to the webinar after they registered their interest.

To facilitate participation to the online workshop, vouchers for 2 GB of Internet data were offered and shared by GGGI free of charge for those who required it.

Included in the email courtesy reminder were four reference documents for the short exercise during the webinar session; 1) Adaptation Indicators; 2) Mitigation Indicators; 3) REDD+ Indicators; and 4) examples of means of verification.

Attached in Annex 1 is the email invitation issued to participants.

Attached in Annex 2 is a list of participants, their gender, organization type, organization, and designation that were invited to attend.

Attached in Annex 5 are the Climate Finance M&E Indicators (handouts) issued to participants.

## Webinar Metrics

Duration:	230 minutes
Attended:	54

## Workshop Opening

Ms. Gwen Slssiou, General Manager for REDD+ and Mitigation (Climate Change & Development Authority) and Dr. Achala Abeysinghe, PNG Country Representative (Global Green Growth Institute) opened the webinar by acknowledging the participants who were actively engaged in the training, and emphasized the current work that is being led by CCDA, GGGI and various other Development Partner within the GCF space. The importance of Climate Finance M&E was portrayed through the keynote messages, urging participants to actively engage in the process, which would collectively strengthen PNG's capacity to access climate finance through the Green Climate Fund.

The webinar was facilitated by Master of Ceremony (MC), Ms. Nidatha Martin of CCDA.

The overarching program and time allocation for the webinar was as follows:

- Webinar waiting room clearance (30 minutes from 8.30 - 9.15am)
- Welcome and Introduction (5 minutes, MC, Ms. Nidatha Martin)
- Opening remarks (10 minutes General Manager, REDD+&Mitigation, CCDA, Country Rep GGGI)
- Module One Presentation: Understanding GCF M&E Requirements (60 minutes)
- Forum session. Q&A (30 minutes)
- Forum session. Polling Exercise (30 minutes)
- Webinar Resources and Summary (20 minutes)

## Participant Expectations and Contributions

Participants expectations and contributions were captured in three ways, 1) using the polling feature during the webinar; 2) using questions and answers during the webinar; and 3) issuing an evaluation survey following completion of the webinar.

### Polling Exercises

Three polling exercises were integrated into the webinar. The polling exercises embedded within the presentation enabled the panelists to gain instant feedback to questions, allowing an understanding of participant expectations and base level of learning. This allowed the presenter to contextualise their approach in each aspect of the webinar to ensure maximum benefit for participants.

Polling exercises in Module 1:

- BSP loan program for GHG mission reduction
- Fiji GCF project outcome indicators

Polling exercises in Module 2:

- Determine whether the statement presented points to a monitoring or evaluation activity.

### Questions and Answers

Throughout the webinar, questions and comments were collated in the Zoom 'Question and Answer' window and 'Chat' window.

These are tabled below with participant names removed for privacy. Some were answered live and some had answers provided using Zoom's chat options. These have been captured in Table-1.

*Table-1: Questions raised by participants*

Question	Answer
Are we able to obtain ecopies of the presentations?	The presentations will be provided in the next few days after this Webinar.
Do all indicators in the tables apply to our level, or are some at the GCF level?	Live answered.
How is GFC M&E framework harmonised in existing frameworks, e.g. sector M & E and reporting? It could be parralel reporting system and/or different standards of M&E.	Live answered.
Can we apply for more than one adaptation fund to different level of impact?	Live answered.
How can we select an accredited entity to work with us on formulating proposal to make sure that we follow the GCF criteria. Is it necessary to Choose an accredited entity at the begining or not.	Live answered.

Why do the AE provide the indicators for our projects? How will they be able to do that, as this needs detailed knowledge of the situation on the ground. Does it mean we have to work with our AE to develop our indicators?	Live answered.
How long does the various concept stages take? What's the maximum and minimum grant request ceiling? Does it depend on type of project?	Live answered.
As part of M&E process, what would be the reporting protocol? For example, a project in Enga if funded that would report to GCF. Would there be any recognized institution to be nominated?	Live answered.
This question is with regards to the GCF M&E requirements. If GCF would require information of counterfunder (eg: how much did the govt of PNG contributed to the project), how can a proponent access counterfunding from GoPNG if the proponent wishes to? Does CCDA have funds or programs that assist proponents that meets that requirement of GCF? I recon that this section is a litmus test for the receiving govt to verify its interest in this GCF funding program.	Live answered.
For cases where a project under SAP needed upscaling due to expansion, does it require a full proposal or what will be the process that should be followed?	Live answered.
I have M&E Reports of Projects in Enga under coffee as part of Project Completion. Would these reports be appropriate to GCF?	Live answered.
Can the co-funds from Government for the project be parked under the AE for monitoring purpose with the GCF fundss and release only upon request for the implementation workplan?	Live answered.
Does GCF has a guideline for Inclusion similar to the AUD AID Development for all strategy that guides project proposals to have M&E indicators for Gender Disability and Social Inclusion inbuilt into the overall project design as a requirement?	Live answered.

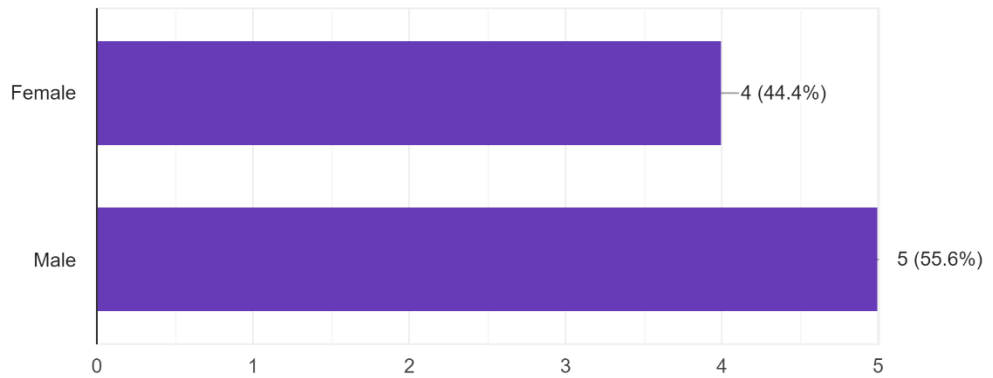
In addition to the questions and answers raised during the session, participants were provided with an Evaluation Survey (see Annex 4). Twelve responses were received, and the answers are summarized as follows.

### Evaluation Survey

An Evaluation Survey was provided to all participants following completion of the webinar. A one-week window was provided to enable collection. Nine responses were received. Results are displayed below.

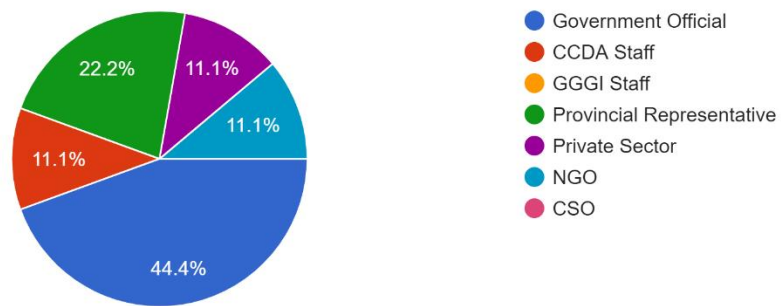
### Gender

9 responses



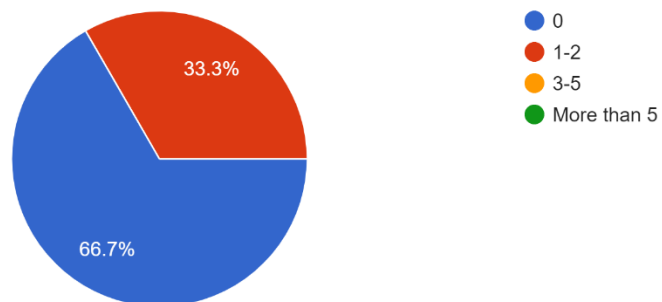
### Designation

9 responses

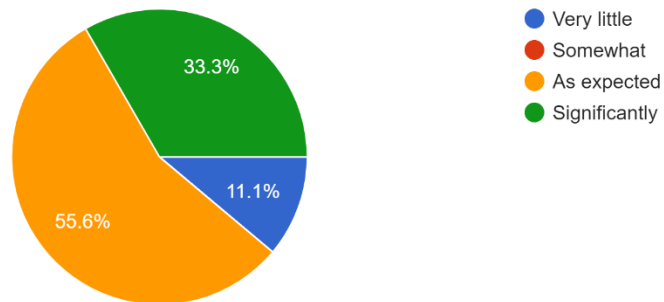


### 1. How many online trainings have you taken part in prior to this one?

9 responses

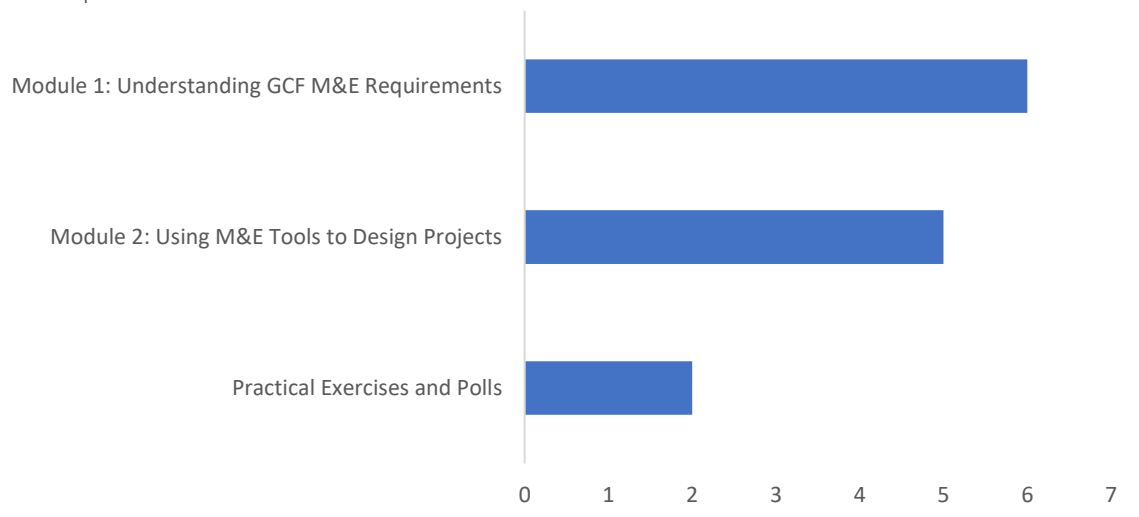


2. How much have you increased your knowledge on monitoring and evaluation in this webinar?  
9 responses



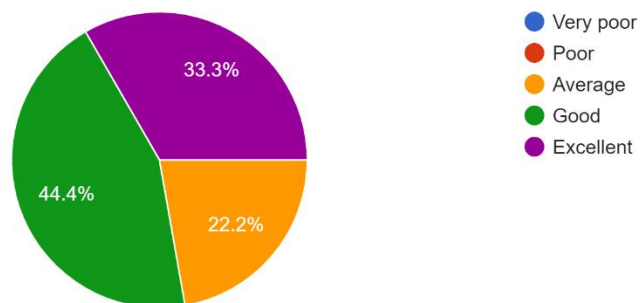
3. Among the sections covered in the Webinar, which did you learn the most from?

9 responses



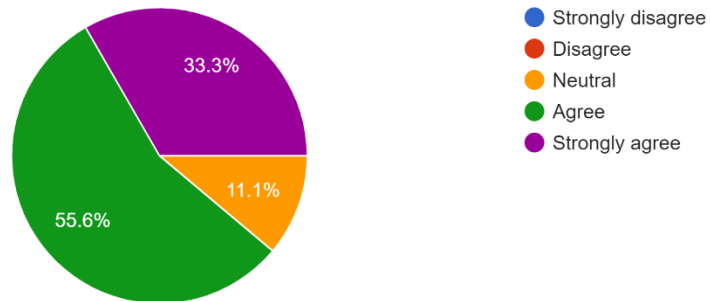
4. Please rate the webinar overall:

9 responses



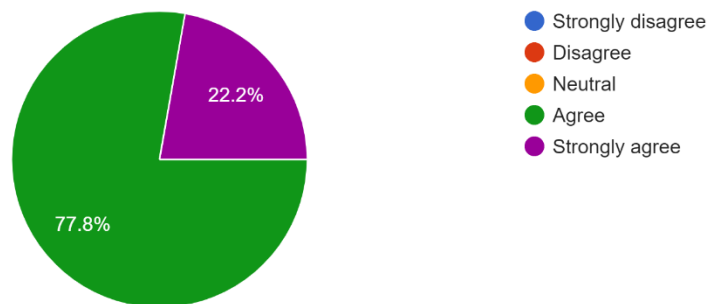
5. Please tick your level of agreement with the following statement: The objectives of the webinar were met.

9 responses



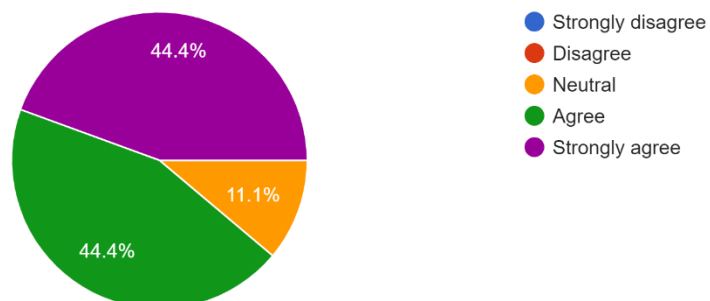
6. Please tick your level of agreement with the following statement: The presenters were engaging.

9 responses

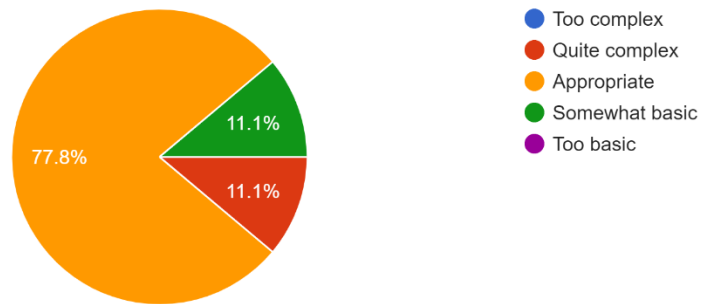


7. Please tick your level of agreement with the following statement: The examples provided – case studies and good practices.

9 responses



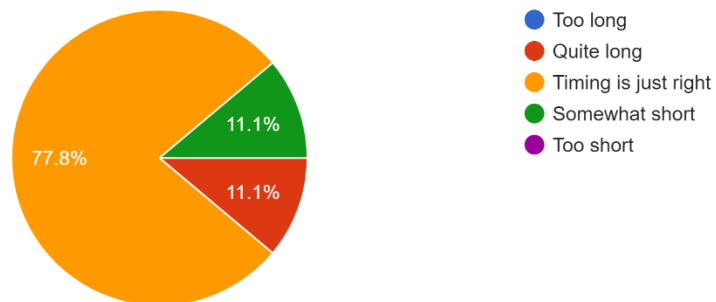
8. Based on your professional background, please rate: The content of this webinar.  
9 responses



9. Please rate: The language of this webinar.  
9 responses

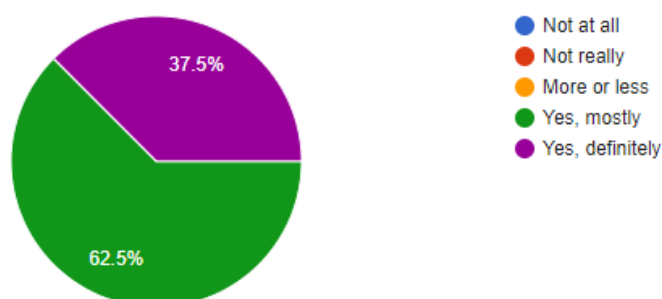


10. Please rate: The duration of this webinar.  
9 responses



11. Please rate the following statement: I feel equipped to undertake M&E requirements for projects and programmes.

8 responses



12. What other aspects would you suggest to improve this webinar?

5 responses

Two modules show it should be spread over two days - give us exercise and recap the next day. Moderator must allow for breaks.

Nothing

As a lead up to the Training (say a month), request short case studies from such partners that attended to get a better understanding of their respective situations. I believe they vary and are at different levels. This should enable the facilitators to provide examples that will respond to their needs/gaps and/or encourage more of the partners to interact more at the training. Otherwise was excellent!

It was very well presented.... I cannot see any weak points for improvement.

Timing of responses to questions asked during presentation. Quite lengthy and took much time.

13. Other comments or requests for information.

5 responses

Can you send me any latest publications on OCCDA annual reports or statements or progressives updates for adaptation/mitigations. If there any in country private sector case studies reports please send it to me.

I am thankful I was involved in the webinar. I wish I work closely with you to improve my knowledge in climate change.

I would like to kindly request for some information on 1. A template of a Concept Note (sharing an IDEA). Secondly, a successful case study on a Community Development Integrated Programme if any that fully engages women and youth. Thank you.

None.

None. Thank you.

## Program Summary and Reflections

Overall the webinar was received very well, with content, presentation, duration and language use scoring well in the evaluation survey. One-hundred percent of participants surveyed indicated that the language of the webinar was 'appropriate', neither too complex or too basic. Live comments during the webinar complimented the online platform being used. This was the third time for CCDA using the Zoom platform in delivering a webinar in this context. The other two formed part of readiness materials on gender and the country programme and were also carried out in the same month (May 2020).

Both participants and panelists found the Zoom platform for delivery to be very beneficial to learning. The 'question and answer' and 'chat' windows enabled participants to interact with each other while the main presentation took place. This allowed participants to pose questions which were collated by the moderator or panelists to either answer in text via the chat window or allow the presenter to read and answer live. In addition, it allowed other panelists to answer questions creating a good positive and interactive learning dynamic.

In addition, embedding 'polling exercises' in the webinar presentation enabled the panelists to gain instant feedback to questions, allowing an instant understanding of participant expectations and base level of learning. This allowed the presenter to contextualise their approach in each aspect of the webinar to ensure maximum benefit for participants.

Annex 3 includes the full presentation provided during the webinar.

## References

GCF 2014. *GCF/B.07/04: Initial Results Management Framework*. Available at: <https://www.greenclimate.fund/document/gcf-b07-04>

GCF 2014. *Mitigation and adaptation performance measurement frameworks*. Available at: <https://www.greenclimate.fund/document/mitigation-and-adaptation-performance-measurement-frameworks>

GCF 2014. *Performance measurement framework for REDD+ results based payments*. Available at: <https://www.greenclimate.fund/document/performance-measurement-framework-redd-results-based-payments>

GCF 2016. *Concept Note template*. Available at: <https://www.greenclimate.fund/document/concept-note-template>

GCF 2017. *GCF/B.17/12: GCF risk management framework*. Available at: <https://www.greenclimate.fund/document/gcf-b17-12>

GCF 2017. *NDA Strengthening and Country Programming support for Papua New Guinea through GGGI*. Available at: <https://www.greenclimate.fund/document/nda-strengthening-and-country-programming-support-papua-new-guinea-through-gggi>

GCF 2019. *Funding Proposal template*. Available at: <https://www.greenclimate.fund/document/funding-proposal-template>

GCF 2020. *Monitoring and accountability framework for accredited entities*. Available at: <https://www.greenclimate.fund/document/monitoring-and-accountability-framework-accredited-entities>

GCF 2020. *Simplified Approval Process Funding Proposal*. Available at: <https://www.greenclimate.fund/document/simplified-approval-process-funding-proposal>

GCF 2020. *Simplified Approval Process Concept Note*. Available at: <https://www.greenclimate.fund/document/simplified-approval-process-concept-note>

GGGI 2018. *Powerpoint Presentation. GCF Readiness Workshop: Understanding and Executing GCF Policies and Procedures Project Monitoring & Evaluation (M&E), Port Moresby, PNG 27-28 June 2018*.

## Annex 1: Invitation



### **GREEN CLIMATE FUND READINESS TRAINING: CLIMATE FINANCE PROJECT MONITORING & EVALUATION**

[Name]

[Designation]

[Organisation]

**Dear [Name],**

The Green Climate Fund (GCF) is the world's largest dedicated fund helping developing countries reduce their greenhouse gas emissions and enhance their ability to respond to climate change through the implementation of adaptation and mitigation projects. The Monitoring & Evaluation is an important stage of any adaptation or mitigation project.

As part of Papua New Guinea's first Readiness and Preparatory Project under the Green Climate Fund (GCF), the Climate Change & Development Authority (CCDA) has organized a training Webinar

to discuss this specific stage of a project. The Webinar is facilitated by the Global Green Growth Institute (GGGI) as the delivery partner of the project.

The objective of the Climate Finance Monitoring & Evaluation webinar is to familiarize Papua New Guinea (PNG) stakeholders with the GCF monitoring and evaluation requirements when developing climate change proposals to access the GCF.

## EVENT DETAILS

**When:** Wednesday 27 May 2020

**Time:** 9.00am – 12:00 pm (Port Moresby time)

**Cost:** Free

To facilitate participation to the online training, vouchers for 2 GB of Internet data can be shared by GGGI for those who need it (free of charge). If you are interested in those, please send an email to Jennifer Nila, [jennifer.nila@gggi.org](mailto:jennifer.nila@gggi.org), indicating your network provider and mobile number before the 21<sup>st</sup> of May 2020.

**Registration:** To participate in the workshop you are required to complete the following [Registration form](#). You can also copy and paste the following link into your browser:

[https://us02web.zoom.us/webinar/register/WN\\_BJIPVyTQR8GwNyf-4rtgWQ](https://us02web.zoom.us/webinar/register/WN_BJIPVyTQR8GwNyf-4rtgWQ)

**Download:** The webinar will be using **Zoom** to participate. In advance of the webinar, please download the Zoom app on your phone / laptop. You will receive a link to the webinar after registration.

## YOUR SPEAKERS

- **Ruel Yamuna** – Managing Director, Climate Change & Development Authority, Port Moresby, PNG.
- **Achala Abeyasinghe** – Country Representative (PNG), Global Green Growth Institute, Port Moresby, PNG
- **Key Presenter** – (Module 1 and 2)

## PROGRAM

1. **Webinar Waiting Room clearance – *please allow 30 minutes* | 9.00 – 9.30am**
2. **Welcome & Introduction – *5 minutes, MC***
3. **Opening remarks – Managing Director CCDA, Country Rep GGGI – *15 minutes***
4. **Module 1: Understanding GCF M&E requirements – *60 minutes***
5. **Break: Grab a coffee – *5 minutes***
6. **Module 2: Using M&E tools to design projects – *60 minutes***
7. **Tips and guides, summary and resources – *15 minutes***
8. **Closing – *5 minutes, MC***

Thank you.

For more information, please contact:

Nidatha Martin, [nidathamartin@gmail.com](mailto:nidathamartin@gmail.com) and Jennifer Shirley Nila, [jennifer.nila@gggi.org](mailto:jennifer.nila@gggi.org)

## Annex 2: Participant Attendee List

Panelists are marked with asterix\*

	<i>Organization Type</i>	<i>Organization Name</i>	<i>Participant Name</i>	<i>Gender</i>	<i>Designation</i>
1	Government	East New Britain Provincial Administration	Florence Paisparea	F	Forest and Environment Coordinator
2	Government	Centre for Excellence in Financial Inclusion (BPNG)	Marie Eorage	F	Manager – Financial Inclusion Services
3	Government	Department of Works and Implementation	Julius Wandu	M	Environment Safeguard Officer
4	Government	National Weather Service	Jimmy Gomoga	M	Assistant Director
5	CSO	PNGCLMA	Maxine Anjiga	F	Executive Director
6	Private Sector	New Britain Palm Oil	Ian Orrell	M	Head of Sustainability
7	Government	Department of Agriculture and Livestock	Theresa Wambon-Kambuy	F	Taro Development Officer – Science and Technology Branch
8	Government	Western Highlands Province Provincial Administration	Robin Yakumb	M	
9	Delivery Partner	Global Green Growth Institute	Charles Iha	M	Senior Program Officer
10	Delivery Partner	Global Green Growth Institute	Jennifer Nila	F	Admin and Finance Associate
11	CSO	FORCERT	Peter Dam	M	Technical Advisor
12	CSO	FORCERT	Pamela Avusi	F	
13	Government	Milne Bay Provincial Administration	Misa Lionel	F	
14	Development Partner	PACRES Project	Lindsay Sau	M	
15		Foundation for People and Community Development	Stewart Serawe	M	
16	Development Partner	UNDP – GEF-7 Project	Bensolo Ken	M	National Coordinator
17	Disability Sector		Kevin Akikek	M	
18	Government	Department of National Planning and Monitoring	Alex Ginet	M	Acting Assistant Secretary – DCMD – Policy and Planning Wing
19	Government	Department of National Planning and Monitoring	Nicole Masta	F	Senior Policy and Planning Officer
20		Social Sector	Christine Aisoli	F	CEO
21		Markham Valley Biomass	Nicholas Koromugo	M	

22			Simon Gesip	M	
23			Dorothy Kukum	F	
24			Lulu Osembo	F	
25	Academia	University of Papua New Guinea	Darlen Lovi	F	Project Manager – GIZ EU KAP Survey Project
26	Academia	Salvation Army	Vanua Geno	M	
27			Sharon Tubal	F	
28			Margaret Potane	F	
29			Timothy Lawton	M	
30			Jeremiah Sokaim	M	
31	Government	Climate Change and Development Authority	Debra Sungi	F	International Negotiations – MRV&NC
32	Government	Climate Change and Development Authority	Danny Nekitel	M	Manager – Mitigation
33	Government	Climate Change and Development Authority	Gwen Sissiou	F	General Manager – REDD+ & Mitigation
34	Government	Climate Change and Development Authority	Nidatha Martin	F	Interim GCF Coordinator
35	Government	Climate Change and Development Authority	Jealchris Inji	F	Senior Executive Assistant
36	Government	Climate Change and Development Authority	Ruben Robin	M	Projects Officer
38	Government	Climate Change and Development Authority	Ethel Namuri	F	Manager – ICT
39	Government	Climate Change and Development Authority	Iki Peter	M	Senior Adaptation Officer
40	Government	Climate Change and Development Authority	Terence Barambi	M	Manager – REDD+
41	Government	Climate Change and Development Authority	Ayesha Boeha	F	Adaptation Officer
42	Government	Climate Change and Development Authority	Eunice Dus	F	Senior REDD+ Officer
43	Government	Climate Change and Development Authority	Jonah Auka	M	Manager – Projects (Adaptation)
44	Government	Climate Change and Development Authority	Sonia Baine	F	REDD+ Officer
45	Government	Climate Change and Development Authority	Luanne Losi	F	Manager – Adaptation
46	Government	Climate Change and Development Authority	Larson Daboyan	M	MRV Officer
47	Government	Climate Change and Development Authority	Erick Sarut	M	Project Officer
48	Government	Climate Change and Development Authority	Billy Kang	M	Project Officer
49	Government	Climate Change and Development Authority	Cephas Wenge	M	Admin Officer
50	Development Partner	USAID Climate Ready	Janine Twyman Mills	F	
51	Delivery Partner	Global Green Growth Institute	Roxane Castelein	F	Green Finance Specialist

52	Delivery Partner	Global Green Growth Institute	Achala Abeysinghe	F	Country Representative
53	Development Partner	USAID Climate Ready	Peni Leavai	M	Senior Climate Finance and Policy Advisor
54			Trevor Galgal	M	

## Annex 3: Climate Finance Monitoring and Evaluation Webinar Evaluation Form

Congratulations! You have completed the Climate Finance Monitoring and Evaluation Webinar. For evaluation purposes we would like to ask you to fill out a brief questionnaire below. Please note this questionnaire is anonymous, we encourage you to provide honest and constructive feedback. Thank you for participating in the evaluation survey.

Gender: Female/Male

Designation: Government Official/CSO/NGO/GGGI Staff/CCDA Staff/Private Sector/Other

1. How many online trainings have you taken part of prior to this one?
  - ☐ 0
  - ☐ 1-2
  - ☐ 3-5
  - ☐ More than 5
2. How much have you increased your knowledge on monitoring and evaluation in this webinar?
  - ☐ Very little
  - ☐ Somewhat
  - ☐ As expected
  - ☐ Significantly
3. Among the sections covered today, which did you learn the most from (select all that apply)
  - ☐ Module 1: Understanding GCF M&E requirements
  - ☐ Module 2: Using M&E tools to design projects
  - ☐ Practical Exercises and polls
4. Please rate the webinar overall
  - ☐ Very poor
  - ☐ Poor
  - ☐ Average
  - ☐ Good
  - ☐ Excellent
5. Please tick your level of agreement with the statement below:  
*The objectives of the webinar were met.*
  - ☐ Strongly disagree
  - ☐ Disagree
  - ☐ Neutral
  - ☐ Agree
  - ☐ Strongly Agree
6. Please tick your level of agreement with the statement below:  
*The presenters were engaging.*
  - ☐ Strongly disagree
  - ☐ Disagree
  - ☐ Neutral

- ☐ Agree
  - ☐ Strongly Agree
- 7. Please tick your level of agreement with the statement below:  
*The examples provided – case studies and good practices*
  - ☐ Very poor
  - ☐ Poor
  - ☐ Average
  - ☐ Good
  - ☐ Excellent
- 8. Based on your professional background, please rate:  
*The content of this webinar*
  - ☐ Too complex
  - ☐ Quite complex
  - ☐ Appropriate
  - ☐ Somewhat basic
  - ☐ Too basic
- 9. Please rate:  
*The language of this webinar*
  - ☐ Too complex
  - ☐ Quite complex
  - ☐ Appropriate
  - ☐ Somewhat basic
  - ☐ Too basic
- 10. Please rate:  
The duration of this webinar
  - ☐ Too long
  - ☐ Quite long
  - ☐ Timing is just right
  - ☐ Somewhat short
  - ☐ Too short
- 11. Please rate the following statement:  
*I feel equipped to undertake M&E requirements for projects and programmes*
  - ☐ Not at all
  - ☐ Not really
  - ☐ More or less
  - ☐ Yes, mostly
  - ☐ Yes, definitely
- 12. What other aspects would you suggest to improve this webinar?
- 13. Other comments or requests for information:

## Annex 4: PowerPoint Presentation



# GCF Readiness Training: Monitoring & Evaluation (M&E)



Webinar  
Port Moresby  
Papua New Guinea  
May 27 2020



## Webinar outline

- 9.00 – 9.15 Welcome, Introduction & Background
- **9.15 – 10.00 M1: Understanding GCF M&E requirements**
- 10.00 – 10.15 Q&A
- 10.15 – 10.45 Practical exercise
- **10.40 – 11.45 M2: Using M&E tools to design projects**
- 11.45 – 11.50 Webinar resources and summary
- 11.50 – 12.00 Closing





GCF Readiness Support Project  
Outcome: 1 Country capacity strengthened

Activity 1.1.1  
NDA and relevant members of CCDAs  
Technical Working Groups receive training and support to effectively understand and execute GCF policies and procedures

Sub-activity 1.4.1  
Identify and provide required capacity development training to strengthen NDA team and other stakeholders to ensure effective project/programme management, monitoring and evaluation and overall oversight on climate financing

## Module Menu



## Poll Exercise

Pre-Workshop Knowledge Evaluation



# Module 1: Understanding GCF M&E requirements

## Module 1: Understanding GCF M&E requirements



### Learning outcomes

At the end of the module you will be able to:

- ☐1 Appreciate how GCF uses monitoring and evaluation (M&E) information
- ☐2 Know about the GCF policies and templates for monitoring and evaluation
- ☐3 Appreciate the GCF M&E requirements at **Fund** and **Project** levels
- ☐4 Learn the mandatory GCF '**mitigation**' and '**adaptation**' results
- ☐5 Know about M&E requirements in each of the three '**Project Level**' stages



## 1. How GCF uses M&E information

- Report to the public & GCF Board on performance / results
- Inform adjustments to projects already underway
- Inform decisions on future funding proposals
- Inform decisions about re-accreditation of Accredited Entities



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## 2. GCF policies & templates for M&E

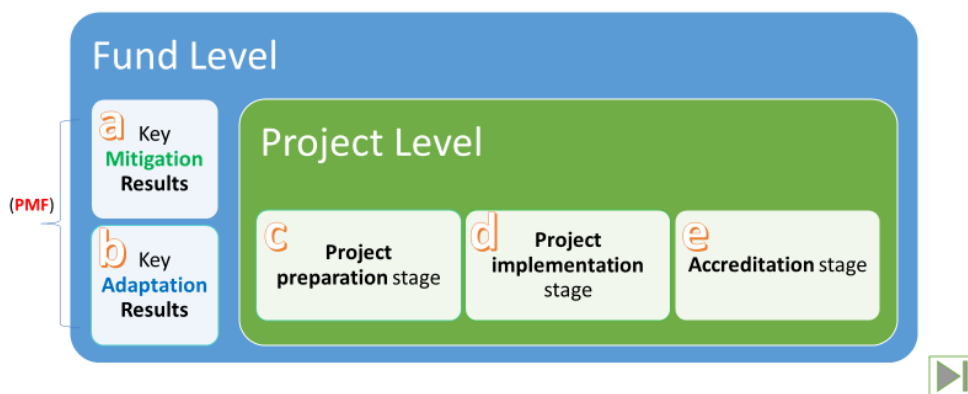
### GCF Policies

- **Performance** Management Framework (B.08/45) (**PMF**)
- **Initial Results Management Framework** (B.07/04) (**RMF**)
- **Monitoring and Accountability Framework** (B.11/10) (MAF)
- **Investment Framework** (B.07/06)

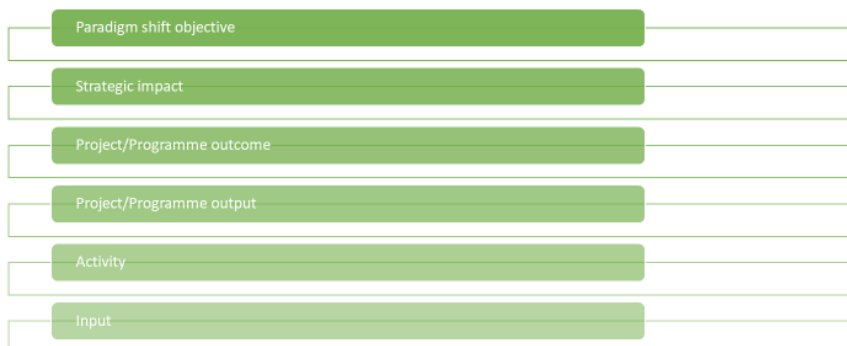
### GCF Templates

- Accreditation application (v1.1)
- Concept Note (v2.2)
- Funding Proposal (v1.1)
- SAP Concept Note (v1.1)
- SAP Funding Proposal (no version)

## 3. GCF M&E requirements @ 2 Levels



## Before the mitigation indicators...remember the levels of the logic model



## a Mitigation Results & Indicators (PMF)

Result level	Result description	Indicators
<b>Paradigm shift objective</b>	Shift to low emission sustainable development pathways	
<b>Impact</b>	Reduced emissions from:	<ul style="list-style-type: none"> <li>t CO<sub>2</sub> eq reduced or avoided</li> <li>Cost / t CO<sub>2</sub> eq decreased</li> <li>Volume of finance leveraged by GFC funding</li> </ul>
	• Energy access and power generation	t CO <sub>2</sub> eq reduced or avoided – from energy access power generation
	• Low emission transport	t CO <sub>2</sub> eq reduced or avoided – from low emission transport
	• Buildings, cities, industries, appliances	t CO <sub>2</sub> eq reduced or avoided – from buildings, cities, industries and appliances
	• Forestry & land use	t CO <sub>2</sub> eq reduced or avoided – from forest and land use
<b>Project /Programme Outcome</b>	Increased low emission power suppliers	<ul style="list-style-type: none"> <li>% low emission power supply in a jurisdiction / market</li> <li>No. households / people with improved access to low emission energy</li> <li>MW low emission energy capacity installed</li> </ul>

Source: GCF Performance Measurement Framework (B08/45)



## b Adaptation Results & Indicators (PMF)

Result level	Result description	Core indicators
<b>Paradigm shift objective</b>	Increased climate resilient sustainable development	
<b>Impact</b>	Increased resilience of:	
	• Most vulnerable people & communities	<ul style="list-style-type: none"> <li><b>Total number of direct and indirect beneficiaries</b></li> <li><b>Proportion of beneficiaries relative to total population</b></li> </ul>
	• Health and well being, and food and water security	<ul style="list-style-type: none"> <li>Number of people benefiting from health measures responding to climate-sensitive diseases</li> <li>Number of food secure households in areas/periods at risk of climate change impacts</li> <li>Number of people with year-round access to reliable and safe water despite climate shocks and stresses</li> </ul>
	• Infrastructure and built environment	Number and value of physical assets made more resilient to climate change, considering human benefits
	• Ecosystems and ecosystem services	
<b>Project /Programme Outcome</b>	Strengthened awareness of climate threats and risk reduction processes	Number of people made aware of climate threats and related appropriate responses

Source: GCF Performance Measurement Framework (B08/45)



## c Project preparation stage

- **Accredited Entities** are **primarily responsible** for the M&E of their funded projects or programmes, and will report accordingly to the Fund
- The project proponent should **develop a log frame** which indicate the outcomes, outputs, activities and deliverables to be achieved in relation to the results areas of the **RMF** and the mitigation and adaptation results of the **PMF**.
- The AE should **provide indicators** at activity and output levels and report on the **PMF** indicators at outcome and impact levels

Source: GCF Performance Measurement Framework (B08/45)



## C Project preparation stage

- There are a number of M&E requirements in GCF's proposal templates (4 templates in total)
- GCF is keen to see **coherent** and **consistent** links between different M&E related requirements in proposals

### 1. Normal approval process:

- Template 1: Concept Note
- Template 2: Full Proposal

### 2. Simplified Approval Process (SAP):

- Template 3: SAP Concept Note
- Template 4: SAP Full Proposal

Source: GCF Performance Measurement Framework (B08/45)



## Project Level /preparation stage

## C M&E in GCF funding proposals

M&E (and related) requirements	SAP Concept Note	(Normal) Concept Note	SAP Funding Proposal	(Normal) Funding Proposal
1 Project contribution to key GCF results	✓	✓	✓	✓
2 Project theory of change (diagram or narrative)	✓	✓	✓	✓
3 Project logical framework and ID of indicators in FP			✓	✓
4 Project M&E arrangements	✓		✓	✓
5 Risk management plan in FP			✓	✓
6 Project budgets in FP			✓	✓

Sources:

[Concept Note template \(v2.2\)](#)

[Funding Proposal template \(v1.1\)](#)

[SAP Concept Note template \(v1.1\)](#)

[SAP Funding Proposal template](#)

## Project Level /preparation stage

## C Key M&E requirements

Contribution to key GCF result areas



Theory of change



M&E arrangements



Logical framework



Risk management



Budget



# 1. Project contribution to key GCF results

## M&E Requirement:

- Indicate which of GCF's key Fund-level outcomes / impacts the project ultimately aims to deliver or contribute to.

## Example:

[Funding Proposal template \(v1.1\)](#)

**E-1 Impact Potential**  
Potential of the project/programme to contribute to the achievement of the Fund's objectives and result areas

**E-1.1 Mitigation/adaptation impact potential**  
Specify the mitigation and/or adaptation impact, taking into account the relevant and applicable sub-criteria and assessment factors in the Fund's [assessment framework](#).  
When applicable, specify the degree to which the project/programme avoids lock-in of long-lived, high emission or climate-vulnerable infrastructure.

**E-1.2 Key impact potential indicator**  
Provide specific numerical values for the indicators below:

GCF core indicators	Expected (ranges of carbon dioxide equivalent (t CO <sub>2</sub> e) to be reduced or avoided (mitigation only))	Annual	
		Life-time	Percentage (%)
GCF core indicators	<ul style="list-style-type: none"> <li>Expected total number of direct and indirect beneficiaries, disaggregated by gender (reduced vulnerability or increased resilience)</li> <li>Number of beneficiaries relative to total population, disaggregated by gender (adaptation only)</li> </ul>	Total	
		Percentage (%)	
Other relevant indicators	Examples include: <ul style="list-style-type: none"> <li>Expected increase in the number of households with access to low-emission energy</li> <li>Expected increase in the number of small, medium and large low-emission power suppliers, and installed effective capacity</li> <li>Expected increase in generation and use of climate information in decision-making</li> <li>Expected strengthening of adaptive capacity and reduced exposure to climate risks</li> <li>Others</li> </ul>		

Describe the detailed methodology used for calculating the indicators above.

## Fund Level

### a Mitigation Results & Indicators

Result level	Result description	Indicators
<b>Paradigm shift objective</b>	Shift to low emission sustainable development pathways	
<b>Impact</b>	Reduced emissions from:	<ul style="list-style-type: none"> <li>t CO<sub>2</sub> eq reduced or avoided</li> <li>Cost / t CO<sub>2</sub> eq decreased</li> <li>Volume of finance leveraged by GFC funding</li> </ul>
	• Energy access and power generation	t CO <sub>2</sub> eq reduced or avoided – from energy access power generation
	• Low emission transport	t CO <sub>2</sub> eq reduced or avoided – from low emission transport
	• Buildings, cities, industries, appliances	t CO <sub>2</sub> eq reduced or avoided – from buildings, cities, industries and appliances
	• Forestry & land use	t CO <sub>2</sub> eq reduced or avoided – from forest and land use
<b>Outcome</b>	Increased low emission power suppliers	<ul style="list-style-type: none"> <li>% low emission power supply in a jurisdiction / market</li> <li>No. households / people with improved access to low emission energy</li> <li>MW low emission energy capacity installed</li> </ul>

Source: GCF Performance Measurement Framework (B08/45)

## Fund Level

### b Adaptation Results & Indicators

Result level	Result description	Core indicators
<b>Paradigm shift objective</b>	Increased climate resilient sustainable development	
<b>Impact</b>	Increased resilience of:	
	• Most vulnerable people & communities	<ul style="list-style-type: none"> <li>Total number of direct and indirect beneficiaries</li> <li>Proportion of beneficiaries relative to total population</li> </ul>
	• Health and well being, and food and water security	<ul style="list-style-type: none"> <li>Number of people benefiting from health measures responding to climate-sensitive diseases</li> <li>Number of food secure households in areas/periods at risk of climate change impacts</li> <li>Number of people with year-round access to reliable and safe water despite climate shocks and stresses</li> </ul>
	• Infrastructure and built environment	Number and value of physical assets made more resilient to climate change, considering human benefits
	• Ecosystems and ecosystem services	
<b>Outcome</b>	Strengthened awareness of climate threats and risk reduction processes	Number of people made aware of climate threats and related appropriate responses

Source: GCF Performance Measurement Framework (B08/45)

## 2. Project theory of change

### M&E Requirement:

- Diagram or narrative explaining a clear pathway from a project's activities → outputs → outcomes → impacts

### Example:

[Funding Proposal template \(v1.1\)](#)

**C.3. Project / Programme Description**

Describe the main activities and the planned measures of the project/programme according to each of its components.

Provide information on how the activities are linked to objectives, outputs and outcomes that the project/programme intends to achieve. The objectives, outputs and outcomes should be consistent with the information reported in the logic framework in section H.



## 3. Project logical framework

### M&E Requirement:

- Table outlining measurable **indicators**, **baselines** and **targets** that will be used to track progress of outputs, outcomes, impacts.

### Example:

[Funding Proposal template \(v1.1\)](#)

H.1.2. Outcomes, Outputs, Activities and Inputs at Project/Programme level						
Expected Result	Indicator	Means of Verification (MoV)	Baseline	Target	Assumptions	
			Mid-term (if applicable)	Final		
<b>Project/programme outcomes</b>	<b>Outcomes that contribute to Fund-level impacts</b>					
Choose expected outcome	Please select relevant GCF indicators from the Fund's performance measurement framework. More than one indicator may be selected per expected impact result.					
Specify other expected results						
Specify other expected results						
<b>Project/programme outputs</b>	<b>Outputs that contribute to outcomes</b>					
1.						
2.						
3.						



## Poll Exercises

### Exercise B



## Poll Exercise: BSP loan program for GHG emission reduction



- Two pieces of information are missing from the logical framework to complete the framework and send it back to GCF.
- Fill in the missing information
- Refer to reference cards provided for guidance
- Select the correct answer

Log frame review: Missing indicator and means of verification information from Bank South Pacific's full proposal draft "Business loan program for GHG emission reduction"

Expected result	Indicator	Means of verification (MoV)	Baseline	Target		Assumptions
				Mid-term (Year 2023)	Final (Year 2027)	
M1.0 Reduced emissions through increased low-emission energy access and power generation	Information A: Missing indicator?	BSP program monitoring reports	0	250,500.00 t CO <sub>2</sub>	520,000.00 t CO <sub>2</sub>	
M3.0 Reduced emissions from buildings, cities, industries and appliances	Tonnes of carbon dioxide equivalent (t CO <sub>2</sub> eq) reduced or avoided	Information B: Missing MoV?	0	330,000 t CO <sub>2</sub>	670,200 t CO <sub>2</sub>	
Sum				580,500.00 t CO <sub>2</sub> eq	1,190,200 t CO <sub>2</sub> eq	

## Poll Exercise: Fiji GCF Project Outcome Indicators



- Two pieces of information are missing from the logical framework to complete the framework and send it back to GCF.
- Fill in the missing information
- Refer to reference cards provided for guidance
- Select the correct answer from the poll

H.1.2. Outcomes, Outputs, Activities and Inputs at Project level

Expected Result	Indicator	Means of Verification (MoV)	Baseline	Target		Assumptions
				Mid-term (if applicable)	Final	
Project outcomes		Outcomes that contribute to Fund-level impacts (Submitted for GCF Funding)				
Outcome A??	5.1 Institutional and regulatory systems that improve incentives for low emissions planning and development and their effective implementation.	Government Gazette and WAF annual reports	0	NA	3	Recommendations are accepted by policy makers
Outcome B??	5.1 Institutional and regulatory systems that improve incentives for climate resilience and their effective implementation.	Government Gazette and WAF annual reports	0	NA	2	Political will to enforce the plans and regulations

M&E Requirement #

## 4. Description of project M&E arrangements



### M&E Requirement:

- Narrative explaining the key reporting and evaluation products /events to be undertaken and delivered to GCF over the life of the project.
- Example:

[Funding Proposal template \(v1.1\)](#)

### H.2. Arrangements for Monitoring, Reporting and Evaluation

Besides the arrangements (e.g. semi-annual performance reports) laid out in AMA, please provide project/programme specific institutional setting and implementation arrangements for monitoring and reporting and evaluation. Please indicate how the interim/mid-term and final evaluations will be organized, including the timing.



## 5. Risk Management

### M&E Requirement:

- Table describing key risks that could affect the project, and the category, level of impact and probability of occurrence for each risk.
- Example: [Funding Proposal template \(v1.1\)](#)

G.2. Risk Factors and Mitigation Measures			
Please describe financial, technical and operational, social and environmental and other risks that might prevent the project/programme objectives from being achieved. Also describe the proposed risk mitigation measures.			
Selected Risk Factor 1			
Description	Risk category	Level of impact	Probability of risk occurring
	Select	Select	Select
Mitigation Measure(s)			
Please describe how the identified risk will be mitigated or managed. Do the mitigation measures lower the probability of risk occurring? If so, to what level?			



## 6. Project Budget

### M&E Requirement:

- Description of project budget, with a breakdown of the costs for each output in the log frame.
- Example: [SAP Funding Proposal template](#)

C.2. Financing by component							
Please provide an estimate of the cost per component (as outlined in Section B.2. above) and disaggregate by sources of financing.							
Component	Output	Indicative cost (USD)	GCF financing		Co-financing		
			Amount (USD)	Financial Instrument	Amount (USD)	Financial Instrument	Name of Institutions
Click here to enter text.	Click here to enter text.	Enter amount	Enter amount	Choose an item.	Enter amount	Choose an item.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Enter amount	Enter amount	Choose an item.	Enter amount	Choose an item.	Click here to enter text.



## d Project implementation stage

- Typical M&E requirements during project implementation stage include:

### Quarterly financials, semi-annual progress, Annual Performance Reports

- Progress against the project logframe, safeguard issues and financial performance

### Interim and Final Evaluation Reports

- Undertaken by independent third parties
- Mid-point evaluation during implementation
- Final report at project completion

Source: GCF Management & Accountability Framework for Accredited Entities



## e Accreditation stage

Showcase ability to monitor and evaluate:

- Projects
- Grants (where relevant)
- Environmental and social safeguards

Provide supporting documents:

- M&E policies, including for disclosure of evaluations
- Sample M&E reports
- Sample evaluation TORs

[Source](#): GCF Performance Measurement Framework (B08/45)



### Q&A Forum Check

Coming up next...

**LIVE WEBINAR EXERCISE!**



## Module 1 Summary

- ☐ 1 Appreciate how GCF uses monitoring and evaluation (M&E) information
- ☐ 2 Know about the GCF policies and templates for monitoring and evaluation
- ☐ 3 Appreciate the GCF M&E requirements at **Fund** and **Project** levels
- ☐ 4 Learn the mandatory GCF '**mitigation**' and '**adaptation**' results
- ☐ 5 Know about M&E requirements in each of the three '**Project Level**' stages

# Module 2: Practical M&E tools to design projects

## Module 2: Using M&E tools to design projects



### Learning outcomes

At the end of the module you will be able to:

- ☐ Know what is **monitoring and evaluation** and why do it
- ☐ Know why monitoring and evaluation **supports project design**
- ☐ Know what is a **theory of change** and steps involved
- ☐ Develop a **logical framework (step2)**
- ☐ Assess **project risks** and identify mitigation measures (step3)
- ☐ Prepare a **budget** for your project (step9)



### Key terms

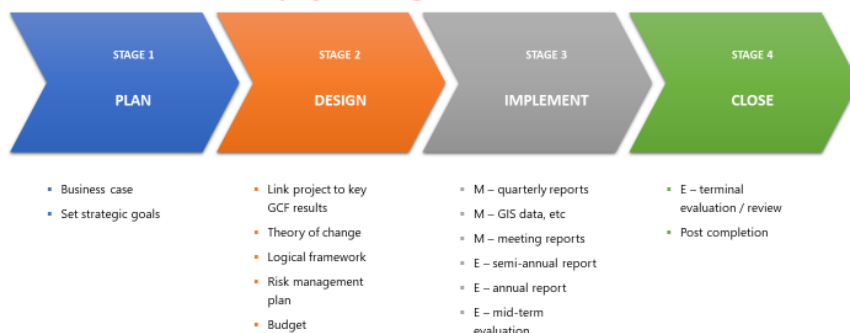
- **Monitoring:** Systematic collection of information to determine if activities are implemented as intended.
- **How is this different from evaluation?** The usual focus of evaluation is to determine project effectiveness in terms of a number of criteria.
- **Evaluation:** Periodic, retrospective assessment of an organization, project or program that might be conducted internally or by external independent evaluators.



## M&E What is it and why do it?



**Important:** Adequate resources must be allocated for M&E activities and included in the project's budget.



## The importance of M&E...



## Monitoring versus Evaluation

MONITORING	?	EVALUATION
<ul style="list-style-type: none"> <li>Keep project going, improving</li> </ul>	WHY	<ul style="list-style-type: none"> <li>Determine impact/ success of the project</li> </ul>
<ul style="list-style-type: none"> <li>Ongoing, continuous progress of checking</li> <li>Focuses on project activities</li> <li>Provides continuous feedback to improve performance</li> </ul>	WHAT DO YOU DO?	<ul style="list-style-type: none"> <li>Matching Results to Objectives</li> <li>Evaluation assesses the entire project cycle</li> <li>Provides feedback and judgments about success, effectiveness, etc.</li> </ul>
<ul style="list-style-type: none"> <li>Daily, weekly, monthly, quarterly</li> </ul>	WHEN	<ul style="list-style-type: none"> <li>Varies - beginning and end of programme/project phase/s, end of project timeframe, before realizing installments</li> </ul>
<ul style="list-style-type: none"> <li>Financial and Progress reports</li> <li>Participants feedback,</li> <li>Site visits</li> <li>Observations</li> <li>Telephone calls</li> <li>media monitoring/ press clipping</li> </ul>	HOW	<ul style="list-style-type: none"> <li>Questionnaires</li> <li>Focus group interviews</li> <li>Focused site visits and observations, quantitative information,</li> <li>Analysis of information gathered during monitoring</li> </ul>
<ul style="list-style-type: none"> <li>Monitoring is usually done by people directly involved in project implementation</li> </ul>	WHO	<ul style="list-style-type: none"> <li>Evaluation is best conducted by an independent outsider who can be impartial in consulting with implementers</li> </ul>

## Monitoring versus Evaluation

MONITORING	EVALUATION
<ul style="list-style-type: none"> <li>• Ongoing, continuous</li> </ul>	<ul style="list-style-type: none"> <li>• Time bound, often after project completion</li> </ul>
<ul style="list-style-type: none"> <li>• Focuses on project activities</li> </ul>	<ul style="list-style-type: none"> <li>• Internal, external, or participatory</li> </ul>
<ul style="list-style-type: none"> <li>• Responsibility of project or program management</li> </ul>	<ul style="list-style-type: none"> <li>• Responsibility of evaluator together with staff or management</li> </ul>
<ul style="list-style-type: none"> <li>• Provides continuous feedback to improve performance</li> </ul>	<ul style="list-style-type: none"> <li>• Provides feedback and judgments about success, effectiveness, etc.</li> </ul>

## Poll Exercise

The statement points to which activity – monitoring or evaluation?



## How M&E supports project design



# A: Theory of change

## What is a theory of change?

- An explanation of the final change(s) a project is aiming for, and the pathway to deliver this change

## Steps involved

- **Problem analysis:** Identify main problem to be solved and the causes that lead to it
- **Develop theory of change:** Flip the problems into a series of result statements that the project aims to achieve, and decide what actions the project will take to trigger this

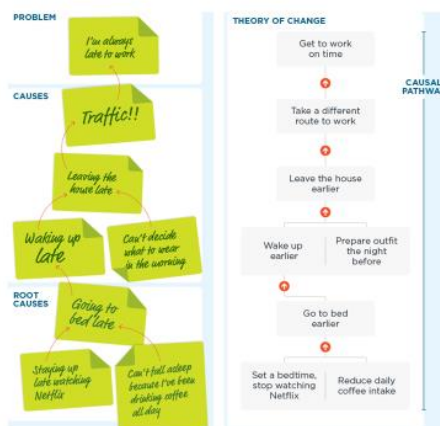
# A: Theory of change

## Simple example:

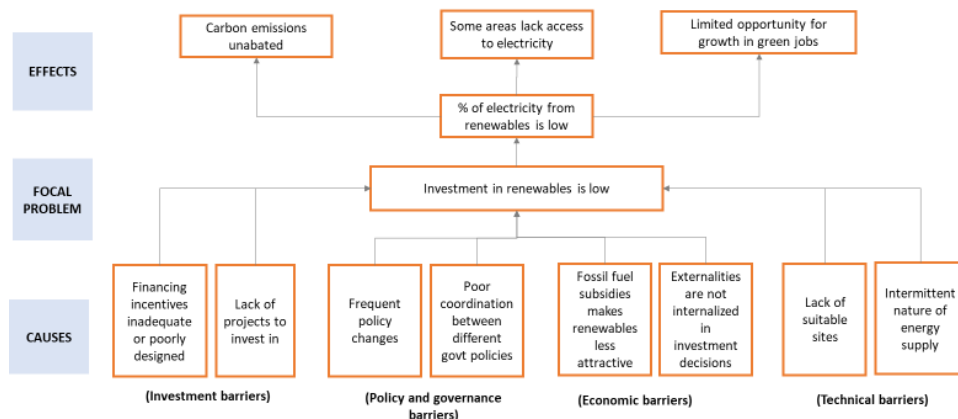
Main problem being addressed

=

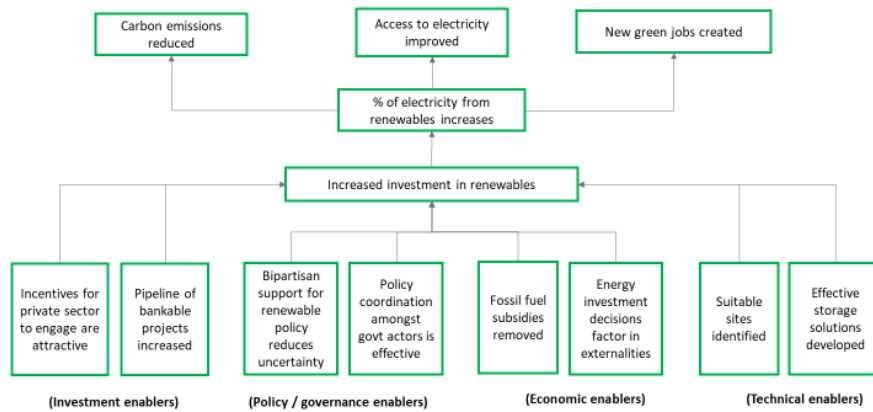
Getting to work late



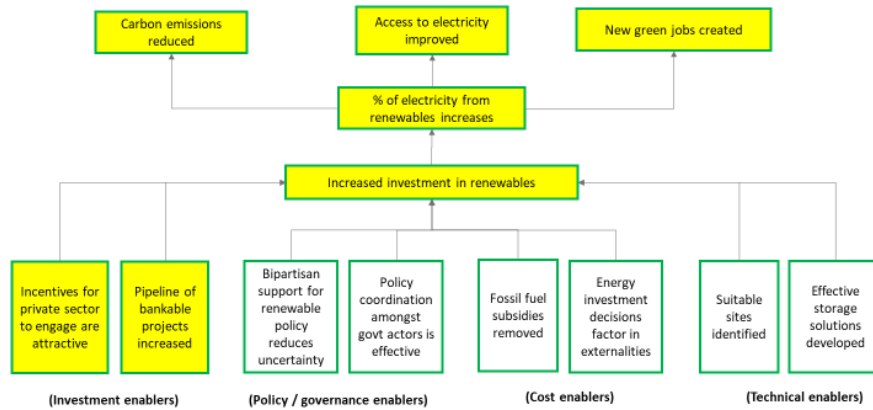
## Problem analysis



### Develop theory of change



### Decide scope of project



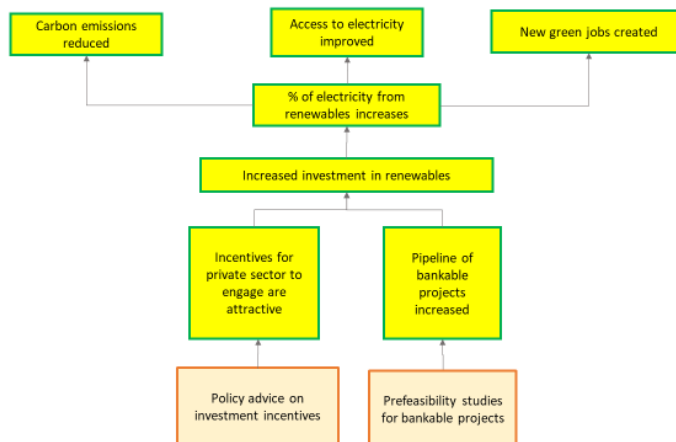
### Final theory of change



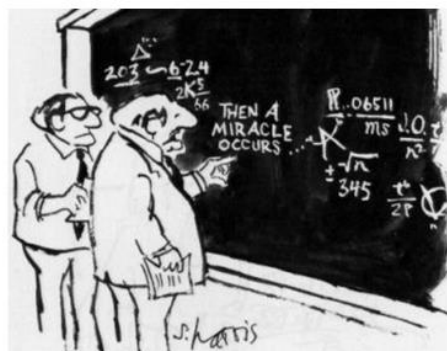
Final changes the project aims to achieve...



... and the pathway to get there



## A: Theory of change



"I think you should be more explicit here in step two."

## B: Logical framework

### What is a log frame?

- A tool that describes how results of a project will be measured

### Steps involved

- **Identify results:** Use the theory of change to identify the results to go into the first column of the log frame.
- **Determine how results will be measured:** Develop indicators, baselines, targets, and data sources for each result.

## A log frame follows a logic model

GCF format for log frame follows its logic model (Module 1)

Result	Indicator	Baseline	Target	Means of verification	Assumptions
Paradigm shift					
Impact					
Outcomes					
Outputs					
Activities					

## The 'Results' column of the log frame

Result	Definition	Timeframe of achievement	Canned fruit business example
<b>Impact</b>	Environmental, economic or social changes that the project finally aims to contribute to	Long term	Make profit, meet market demand
<b>Outcomes</b>	Behavioral changes triggered by outputs that lead / contribute to impact.	Medium term (Ideally by end of project)	Customers buy canned fruit
<b>Outputs</b>	The goods / services produced by the project to trigger the outcomes	Short term	Canned fruit produced
<b>Activities</b>	Work done using project funds to produce the outputs	Short term	Hire workers, buy fruit & cans, canning operations

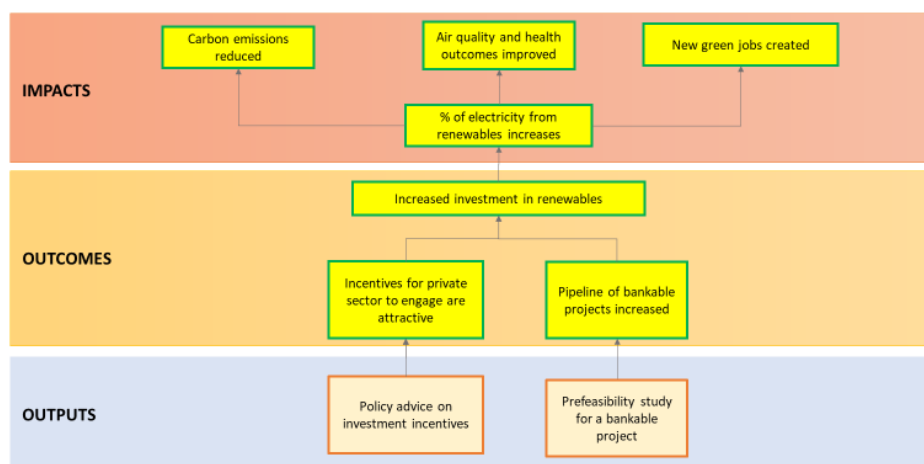
## B: Log frame

Result	Indicator	Baseline	Target	Means of verification	Assumptions
Paradigm Shift					
Impact					
Outcomes					
Outputs					
Activities					

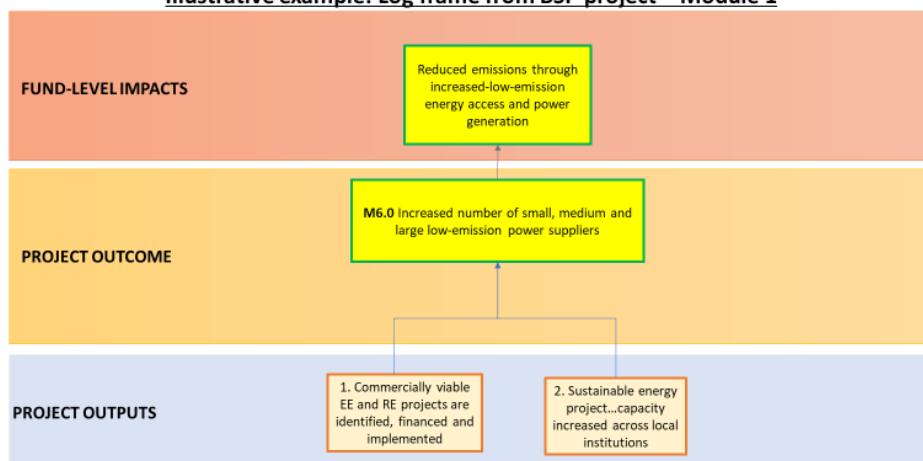
↑  
Identify results

↑  
Determine how results will be measured

### Identify results from theory of change



### Illustrative example: Log frame from BSP project – Module 1



## Decide how results will be measured

### Example

Result	Indicator	Baseline	Target	Means of verification
<b>Outcome:</b> Increased investment in renewables	\$ finance committed to renewable projects under signed funding agreements	\$0 in 2018	\$20m in 2020	Fund agreements database maintained by Ministry of Energy

**Indicator:** what will be measured to determine if the result has been achieved or not

**Baseline:** The value of the indicator at the start of the project

**Target:** The value of the indicator that you are aiming to reach, usually by the end of project

**Means of verification:** Source of data for the indicator

## Decide how results will be measured

### Example from our BSP Project Module 1

Result	Indicator	Baseline	Target	Means of verification
<b>Outcome:</b> M6.0 Increased number of small, medium and large low-emission power suppliers	6.3 MWs of low emission energy capacity installed, generated or rehabilitated	0	60 MW	BSP program monitoring reports

**Indicator:** what will be measured to determine if the result has been achieved or not

**Baseline:** The value of the indicator at the start of the project

**Target:** The value of the indicator that you are aiming to reach, usually by the end of project

**Means of verification:** Source of data for the indicator

## C: Risk management plan

### What is a risk management plan?

- A tool that describes the key risks faced by a project and how they will be managed.

### Steps involved

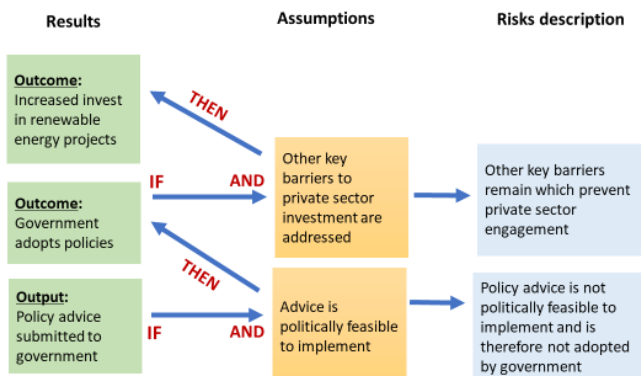
- **Identify** the risk
- **Assess** the *consequences* and *likelihood* of the risk to achieving the objectives of the project
- **Take** corrective actions / risk-mitigation measures to address the risk

## C: Risk management plan

Identify the risks: What are the key risks?	If the risk happened, what would be the impact? (low, medium, high)	How likely is it that the risk will occur? (low, medium, high)	Given the consequence and likelihood, what's the overall risk rating? RA Tool	What will you do to address the risk? Avoid, reduce, transfer, respond, abate, etc.
---	---	--	---	---

Risk description	Consequence	Likelihood	Risk rating	Action to mitigate or manage

## Relationship between results, assumptions, and risks



## Risk assessment tool

This RA tool helps to determine the risk rating for the risk and identify measures to reduce the likelihood or consequence

		RISK LIKELIHOOD		
		Low	Medium	High
RISK CONSEQUENCE	Low	Low Risk	Medium Risk	High Risk
	Medium	Low Risk	Medium Risk	High Risk
	High	Low Risk	Medium Risk	High Risk

Legend: Low Risk (Green), Medium Risk (Yellow), High Risk (Red)

## D: Budget plan

How do I prepare a budget for my project?

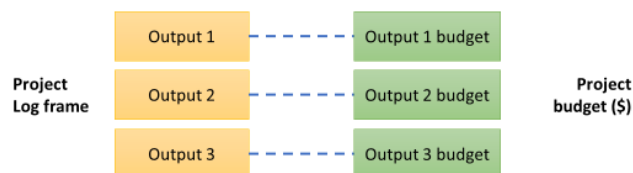
- Project budgets should be organized around project outputs

### Steps involved

- For each output:
- Breakdown the activities involved:** Breakdown each output into all the little steps (i.e., activities) needed to complete them.
- Plan time required for the activities:** Decide how much time you need to do each activity in days or months.
- Estimate the resources and costs required:** Estimate the resources needed for each activity and their costs.

## D: Budget plan

Project budgets should be organized around project outputs



## D: Budgeting

OUTPUT A: POLICY ADVICE ON INVESTMENT INCENTIVES

ACTIVITIES	Timeline												RESOURCES & COSTS			
													Staff		Consultants	
	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Project Manager	Energy Sector Lead	Energy Economist	Workshop Facilitator
<b>a. Breakdown activities</b>																
<b>b. Plan time required</b>																
1																
2																
3																
4																
5																
<b>TOTAL OUTPUT COST</b>													<b>\$</b>			



Questions or comments?

Coming up next...

LIVE WEBINAR EXERCISE!

# QUESTIONS



## Module 2 Summary

- Most important time to apply M&E thinking/tools in a project life is during the design stage, not in implementation
- M&E tools can help with addressing many requirements in GCF proposal templates
- Projects designed using M&E tools stand out to funders as more attractive for funding
- Good design is worth the effort - better chance to get results and avoid wasted resources later - "measure twice, cut once"

## Module Menu



## Webinar summary

## Module 1: Understanding GCF M&E requirements

### Learning outcomes

At the end of the module you are able to:

- ✓1 Appreciate how GCF uses monitoring and evaluation (M&E) information
- ✓2 Know about the GCF policies and templates for monitoring and evaluation
- ✓3 Appreciate the GCF M&E requirements at **Fund** and **Project** levels
- ✓4 Learn the mandatory GCF 'mitigation' and 'adaptation' results
- ✓5 Know about M&E requirements in each of the three 'Project Level' stages

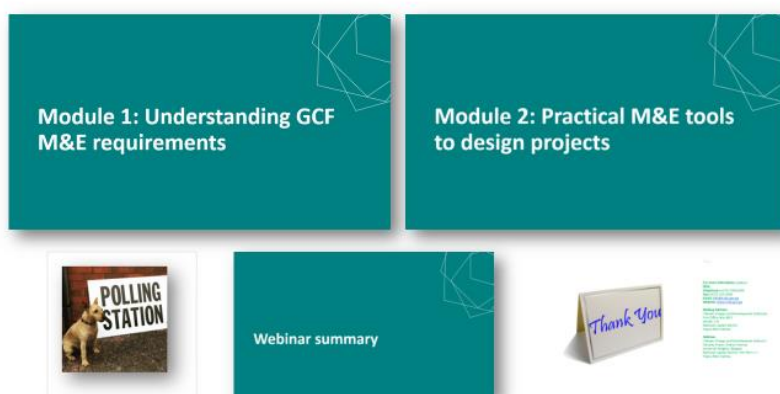
## Module 2: Using M&E tools to design projects

### Learning outcomes

At the end of the module you are able to:

- ✓ Know what is **monitoring and evaluation** and why do it
- ✓ Know why monitoring and evaluation **supports project design**
- ✓ Know what is a **theory of change** and steps involved
- ✓ Develop a **logical framework (step2)**
- ✓ Assess **project risks** and identify mitigation measures (step3)
- ✓ Prepare a **budget** for your project (step9)

## Module Menu



#### For more information, contact:

NDA,  
 Telephone: (+675) 70910300  
 Fax: (+675) 325 0160  
 Email: [info@ccda.gov.pg](mailto:info@ccda.gov.pg)  
 Website: [www.ccda.gov.pg](http://www.ccda.gov.pg)

#### Mailing Address:

Climate Change and Development Authority  
 Post Office Box 4017  
 Boroko 111  
 National Capital District  
 Papua New Guinea

#### Address:

Climate Change and Development Authority  
 Dynasty Tower, Stratos Avenue  
 Savannah Heights, Waigani  
 National Capital District, Port Moresby  
 Papua New Guinea

## Annex 5: Climate Finance M&E Indicators (Handouts)

Table: GCF Adaptation indicators

Expected results	Indicators
Paradigm shift	
Increased climate-resilient sustainable development	
Fund impact level	<b>Total number of direct and indirect beneficiaries; number of beneficiaries relative to total population</b>
1.0 Increased resilience and enhanced livelihoods of the most vulnerable people, communities and regions	1.1 Change in expected losses of lives and economic assets (US\$) due to the impact of extreme climate-related disasters in the geographic area of the GCF intervention
	1.2 Number (percentage) of households adopting a wider variety of livelihood strategies/coping mechanisms
2.0 Increased resilience of health and wellbeing, and food and water security	2.1 Percentage of food-secure households (reduced food gaps)
	2.2 Percentage of households with year-round access to adequate water (quality and quantity for household use)
	2.3 Area (hectares, ha) of agricultural land made more resilient to climate change through changed agricultural practices (e.g. planting times, new and resilient native varieties, efficient irrigation systems adopted)
3.0 Increased resilience of infrastructure and the built environment to climate change threats	3.1 Value of infrastructure made more resilient to rapid-onset events (e.g. floods, storm surges, heatwaves) and slow-onset processes (e.g. sea-level rise)
	3.2 Number of new infrastructure projects or physical assets strengthened or constructed to withstand conditions resulting from climate variability and change (e.g. to heat, humidity, wind velocity and floods)
4.0 Improved resilience of ecosystems	4.1 Area (ha) of habitat or extent (kilometres, km) of coastline rehabilitated (e.g. reduced external pressures such as overgrazing and land degradation through logging/collecting); restored (e.g. through replanting); or protected (e.g. improved fire management; flood plain/buffer maintenance)
	4.2 Number and area of agroforestry projects, forest–pastoral systems, or ecosystem-based adaptation systems established or enhanced

Project /programme outcomes	
<b>5.0 Strengthened government institutional and regulatory systems for climate-responsive development planning</b>	<b>5.1</b> Degree of integration/mainstreaming of climate change in national and sector planning and coordination in information sharing and project implementation  <b>[core indicator]</b>
<b>6.0 Increased generation and use of climate information in decision-making</b>	<b>6.1</b> Evidence that climate data are collected, analysed and applied to decision- making in climate-sensitive sectors at critical times by government, private sector and men/women.  <b>[core indicator]</b>
	<b>6.2</b> Perception of men, women, vulnerable populations and emergency response agencies of the timeliness, content and reach of early warning systems  <b>[core indicator]</b>
<b>7.0 Strengthened adaptive capacity and reduced exposure to climate risks</b>	<b>7.1</b> Extent to which vulnerable households, communities, businesses and public sector services use improved tools, instruments, strategies and activities (including those supported by the Fund) to respond to climate variability and climate change  <b>[core indicator]</b>
<b>8.0 Strengthened awareness of climate threats and risk reduction processes</b>	<b>8.1</b> Percentage of target population aware of the potential impacts of climate change and range of possible responses  <b>[core indicator]</b>

Source: GCF (2014b) Initial Results Management Framework of the Fund. Seoul: Green Climate Fund.  
[www.greenclimate.fund/ventures/portfolio/fine-print](http://www.greenclimate.fund/ventures/portfolio/fine-print)

Table: GCF Mitigation indicators

Expected results	Indicators
<b>Paradigm shift</b>	
Shift to low-emission, sustainable development pathways	<b>M-1</b> Tonnes of carbon dioxide equivalent (t CO <sub>2</sub> eq) reduced as a result of Fund-funded projects/programmes <b>[core indicator]</b>
	<b>M-2</b> Cost per t CO <sub>2</sub> eq decreased for all Fund-funded mitigation projects/programmes <b>[core indicator]</b>
	<b>M-3</b> Volume of finance leveraged by Fund-funding <b>[core indicator]</b>
<b>Fund impact level</b>	
1.0 Reduced emissions through increased low emission energy access and power generation	<b>1.1</b> Tonnes of carbon dioxide equivalent (t CO <sub>2</sub> eq) reduced or avoided as a result of Fund-funded projects/programmes <i>Note: further guidance on gender-sensitive energy access power generation provided by the GCF PMF</i>
2.0 Reduced emissions through increased access to low-emission transport	<b>2.1</b> Tonnes of carbon dioxide equivalent (t CO <sub>2</sub> eq) reduced or avoided as a result of Fund-funded projects/programme. <i>Note: further guidance on low emission gender-sensitive transport sub-indicator is provided by GCF PMF.</i>
3.0 Reduced emissions from buildings, cities, industries and appliances	<b>3.1</b> Tonnes of carbon dioxide equivalent (t CO <sub>2</sub> eq) reduced or avoided as a result of Fund-funded projects/programmes. <i>Note: further guidance on sub-indicators buildings, cities, industries, and appliances is provided by the GCF PMF</i>
4.0 Reduced emissions from land use, deforestation, forest degradation, and through sustainable management of forests and conservation and enhancement of forest carbon stocks	<b>4.1</b> Tonnes of carbon dioxide equivalent (t CO <sub>2</sub> eq) reduced or avoided (including increased removals) as a result of Fund-funded projects/programmes – <i>Note: further guidance on forest and land-use sub-indicators provided by the GCF PMF</i>
<b>Project /programme outcomes</b>	
5.0 Strengthened institutional and regulatory systems for low-emission planning and development	<b>5.1</b> Number and gender sensitivity of policies, laws and sector strategies supported by the Fund ( <i>i.e., Institutional and regulatory systems that improve incentives for low emission planning and development and their effective</i> )
	<b>6.1</b> Proportion of low-emission power supply in a jurisdiction or market

Table: GCF REDD+ indicators

Expected results	Indicators
<b>Paradigm shift</b>	
Shift to low-emission, sustainable development pathways (forest cover and forest carbon loss is slowed, halted and reversed)	<b>M-1</b> Tonnes of carbon dioxide equivalent (t CO <sub>2</sub> eq) reduced as a result of Fund-funded projects/programmes <b>[core indicator]</b>
	<b>M-2</b> Cost per t CO <sub>2</sub> eq decreased for all Fund-funded mitigation projects/programmes <b>[core indicator]</b>
	<b>M-3</b> Volume of finance leveraged by Fund-funding <b>[core indicator]</b>
<b>Fund impact level</b>	
4.0 Reduced emissions from land use, deforestation, forest degradation, and sustainable management of forests and conservation and enhancement of forest carbon stocks	Tonnes of carbon dioxide equivalent (t CO <sub>2</sub> eq) reduced (including increased removals) from REDD+ activities
<b>Project /programme outcomes</b>	
A. Reduced emissions (t CO <sub>2</sub> eq) from deforestation	Reduced emissions (t CO <sub>2</sub> eq)
B. Reduced emissions (t CO <sub>2</sub> eq) from forest degradation	Reduced emissions (t CO <sub>2</sub> eq)
C. Reduced emissions and increased removals	Reduced emissions and increased removals (t CO <sub>2</sub> eq)
(t CO <sub>2</sub> eq) through the conservation of forest carbon stocks	Reduced emissions and increased removals (t CO <sub>2</sub> eq)
D. Reduced emissions and increased removals	Increased removals (t CO <sub>2</sub> eq)

## Examples of Means of Verification

This refers to the data sources (progress reports, interviews, surveys etc.) used to determine the indicators, and specifically how the data will be collected. Accountability (who will collect data) and frequency (how often data will be collected) can be detailed further in **Section H.2** of the GCF proposal template – **Arrangements for Monitoring, Reporting and Evaluation**.

Examples of means of verification may include:

- Project evaluations:
  - semi-annual report
  - annual reports
  - mid-term and terminal evaluation reports
- Monitoring programmes and reports
  - quarterly progress reports
- Geographic information systems (GIS) data
- Interviews with relevant stakeholders
  - technical working group minute reports
  - 
  - online meeting minute reports
  - live radio talkback shows, tv talkback shows audio and documented reports
- Information from experts and/or the public
  - target audience feedback report
- Surveys.