



CLIMATE  
INVESTMENT  
FUNDS

# PPCR Monitoring and Reporting Toolkit



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## Abbreviations

CIF	Climate Investment Funds
ICT	Information and communication technologies
MDB	Multilateral Development Banks
PPCR	Pilot Program for Climate Resilience
SPCR	Strategic Program for Climate Resilience (PPCR investment plan)

Cover photo: Christine Roehrer, Niger

<p><b>GENERAL GUIDANCE</b></p>	<p><b>Pilot Program for Climate Resilience (PPCR)</b></p>
<p><b>INTRODUCTION</b></p>	<p>This toolkit consists of guidance and reporting tools for the five PPCR core indicators.</p> <p>In addition to responding to the reporting requirements of PPCR pilots to the CIF AU, this toolkit is designed to allow PPCR country focal points, PPCR units/teams, project/program implementation units/teams, MDB task teams and other in-country stakeholders to assess progress at both, the national and the project/program level. The reporting tools consist of three scorecards and two tables. They <b>should be submitted annually to the CIF Administrative Unit by no later than June 30</b>. The <b>reporting period</b> is twelve months <b>from January 1 to December 31</b>.</p> <p>Specific guidance on rationale, technical definitions, methodology, data sources and data collection, responsibilities for monitoring and reporting and quality assurance is included for each of the five core indicators.</p>
<p><b>OVERVIEW OF CORE INDICATORS</b></p>	<p>Each pilot country is expected to report on the five core indicators during the life of their PPCR investment plan. They are :</p> <ol style="list-style-type: none"> <li>1. Degree of integration of climate change in national, including sector, planning,<sup>1</sup></li> <li>2. Evidence of strengthened government capacity and coordination mechanism to mainstream climate resilience<sup>2</sup>,</li> <li>3. Quality and extent to which climate responsive instruments/investment models are developed and tested<sup>3</sup>,</li> <li>4. Extent to which vulnerable households, communities, businesses, and public sector services use improved PPCR supported tools, instruments, strategies, and activities to respond to climate variability or climate change<sup>4</sup>, and</li> <li>5. Number of people supported by the PPCR to cope with the effects of climate change<sup>5</sup>.</li> </ol> <p>These core indicators are identical to those in the revised PPCR results framework (see Annex 1). Please find the reference in the footnote.</p> <p>Core indicators 1 and 2 measure progress at national level. Core indicators 3, 4 and 5 measure progress at the PPCR project/program level.</p>
<p><b>SCORECARDS AND TABLES</b></p>	<p>The toolkit is designed to report annual progress using scorecards and tables. The scorecards for core indicators 1 and 2 are to be completed at the national level. The data for the scorecard and tables for core indicators 3, 4, and 5, is gathered at the project/program-level and then submitted to the national PPCR focal point for compilation and verification. The tables and scorecards should be</p>

<sup>1</sup> Indicator A2.1 in the Revised PPCR Results Framework, December 3, 2012

<sup>2</sup> Indicator B2

<sup>3</sup> Indicator B5

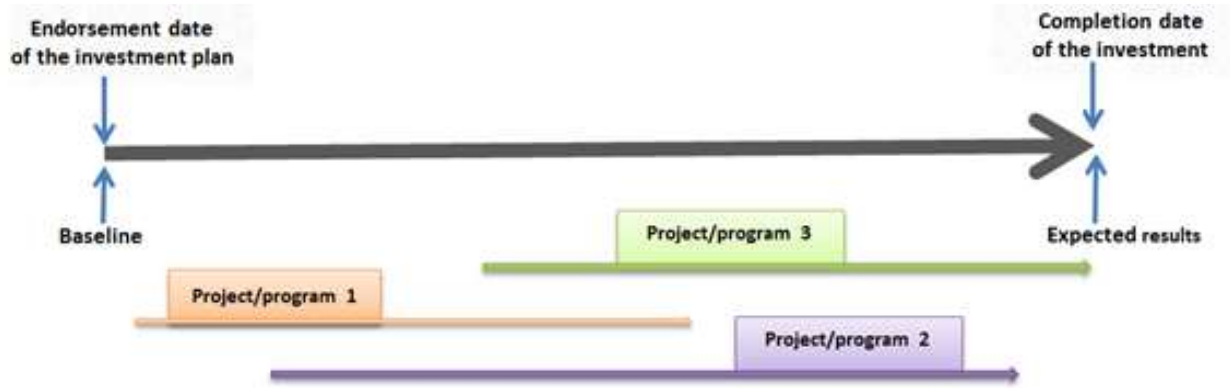
<sup>4</sup> Indicator B1

<sup>5</sup> Indicator A1.3

	<p>critically reviewed during the annual multi-stakeholder stock-taking meeting on the implementation of the PPCR investment plan.</p> <p>Each pilot country should establish its own relevant criteria for scoring each of the aspects of the scorecards. These criteria should be included in the baseline reporting. A suggested table has been provided for each scorecard.</p> <p>Graphic examples of the scorecards have been included in this guidance. The actual scorecards are part of an accompanying Excel workbook, with spreadsheets for each scorecard and table.</p> <p>The spreadsheets have links to avoid unnecessary duplication. Only orange colored cells need to be completed. The yellow colored cells are for comments, explanations and to highlight relevant achievements of the PPCR project/program during the reporting period. The other cells have preset formulae to simplify standard calculations. The worksheets are protected to avoid accidental entries. There is no password, so they can be unprotected if necessary.</p> <p>Enter the date of submission on each scorecard and table. This will identify them in case of subsequent revisions of the same sheet.</p>																										
<p><b>BASELINES</b></p>	<p>Baseline data needs to be established for only core indicators 1 and 2 only.</p> <p>Baselines for the other core indicators are 0, since they measure new activity as a result of PPCR-funded interventions. The baseline date is the endorsement date of the PPCR investment plan.</p> <table border="1" data-bbox="516 940 1390 1251"> <thead> <tr> <th></th> <th>Baseline Date:</th> <th>Endorsement of the PPCR investment plan</th> </tr> </thead> <tbody> <tr> <td>2010</td> <td>November</td> <td>Bangladesh, Niger, Tajikistan</td> </tr> <tr> <td rowspan="3">2011</td> <td>April</td> <td>Grenada, Saint Vincent and the Grenadines, Samoa</td> </tr> <tr> <td>June</td> <td>Cambodia, Mozambique, Nepal, Saint Lucia, Zambia,</td> </tr> <tr> <td>Oct</td> <td>Jamaica</td> </tr> <tr> <td></td> <td>November</td> <td>Bolivia</td> </tr> <tr> <td rowspan="3">2012</td> <td>April</td> <td>Dominica, Tonga</td> </tr> <tr> <td>May</td> <td>Yemen</td> </tr> <tr> <td>November</td> <td>Papua New Guinea</td> </tr> <tr> <td>2013</td> <td>May</td> <td>Haiti</td> </tr> </tbody> </table>		Baseline Date:	Endorsement of the PPCR investment plan	2010	November	Bangladesh, Niger, Tajikistan	2011	April	Grenada, Saint Vincent and the Grenadines, Samoa	June	Cambodia, Mozambique, Nepal, Saint Lucia, Zambia,	Oct	Jamaica		November	Bolivia	2012	April	Dominica, Tonga	May	Yemen	November	Papua New Guinea	2013	May	Haiti
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<p><b>EXPECTED RESULTS</b></p>	<p>The Expected Results need to be established for Core indicators 4 and 5. The other expected results (the scorecards) are implicitly set at 10 (complete). It is recognized that PPCR investment plans are working toward continuous improvement. The Expected Results date is the completion date of the PPCR investment plan i.e., the date when all PPCR projects/programs are completed. See the diagram below. The end date may change if future project/programs are approved with additional new expected results.</p>																										
<p><b>DATA COLLECTION FOR PRIVATE SECTOR PROJECTS</b></p>	<p>Due to confidentiality of project related private sector information, and the specific processes MDBs implementing private sector projects must follow to report on project results, the process below should be followed to collect and report on PPCR-funded private sector project Data:</p> <p>(i) At the beginning of each annual reporting cycle, the CIF Administrative Unit will prepare and submit the project reporting templates to the relevant MDB implementing PPCR-funded private sector project(s);</p> <p>(ii) The relevant MDB implementing PPCR-funded private sector project(s) will then populate the reporting templates with relevant data/ information and send them to CIF Administrative Unit before the deadline for countries to submit their annual results reports;</p> <p>(iii) After receiving the populated reporting templates, the CIF</p>																										

	<p>Administrative Unit will send them to the respective PPCR Country Focal Point and to the lead MDB;</p> <p>(iv) The Country Focal Point should include the private sector project(s) data into the Country Results Report before submitting the report to the CIF Administrative Unit by no later than June 30th.</p>
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**Life cycle diagram of the PPCR investment plan**



<p><b>PPCR CORE INDICATOR 1</b></p>	<p><b>Degree of integration of climate change in national, including sector, planning</b></p>
<p><b>RATIONALE / REASONS FOR MEASURING</b></p>	<p>This indicator is designed to capture the extent to which considerations of climate resilience (risks, opportunities) are integrated into planning processes at national and sectoral levels. It is relevant to interventions intended to build the capacity of countries to address climate resilience through the development of climate plans, strategies and mainstreaming mechanisms and systems.</p> <p>The achievement of this indicator cannot be attributed to the PPCR alone. This indicator provides reference data about the strength of a country's climate-responsive development planning.</p>
<p><b>TECHNICAL DEFINITION</b></p>	<p>In this indicator, <b>degree</b> refers to the depth of the process of integration of climate resilience within national, ministry and sector planning.</p> <p><b>Integration</b> refers to the embedding of climate resilience priorities into new and existing development planning.</p> <p><b>National, including sector planning</b> refers to the processes for developing strategies, policies, plans, laws, regulations and institutional arrangements to promote and integrate climate resilience.</p> <p><b>Routine screening</b> for climate risks in planning refers to the process of identifying and prioritizing hazards, current vulnerabilities and risks from projected climate changes as well as the identification of options to increase resilience. This definition equally applies to more strategic planning (e.g. elaboration of a national /sector adaptation program) and physical or infrastructure planning (e.g. construction of bridges, roads, etc.)</p>
<p><b>METHODOLOGY</b></p>	<p>This indicator is a qualitative assessment of the various strategies, policies, plans and documents to observe changes in terms of the integration of climate change priorities into national, including sector planning.</p> <p>The qualitative assessment will focus on the following criteria:</p> <ol style="list-style-type: none"> <li>a) Existence of a specific <b>climate change policy, plan</b></li> <li>b) <b>Climate resilience strategies</b> embedded in the principal planning documents at various levels (national, sector, ministry);</li> <li>c) <b>Responsibility assigned</b> to coordinate the integration of climate resilience into planning;</li> <li>d) <b>Specific measures</b> to address climate resilience identified and prioritized e.g. laws, regulations and incentives in these policies and plans; and</li> <li>e) <b>Routine screening</b> for climate risk in planning.</li> </ol> <p>These criteria are regarded as complementary, but not strictly sequential.</p> <p>Measurement will be at the national level and by way of the PPCR scorecard 1.</p>

<p><b>DATA COLLECTION DATA SOURCES</b></p>	<p>For establishing a baseline and subsequent monitoring of the extent to which climate change is integrated into national, including sector planning, background data should be sourced from official policy planning documents. In addition, baseline information may be drawn from national repositories, including meeting documents, workshop and budget reports, policy papers, and other relevant reports available from the civil society and PPCR stakeholder community.</p> <p>Core Indicator 1 is qualitative in nature. Defining clear scoring criteria will help make the subjective assessment more objective, reliable, and consistent. The agreed scoring criteria agreed upon by different in-country stakeholder groups will provide a robust and objective assessment of the progress towards meeting the country’s objective of integrating climate change into national, including sector planning.</p> <p>Scoring criteria should be established for each of the aspects of the scorecard before the baseline scores can be determined. These criteria, once established, will remain constant throughout the life of the PPCR investment plan and become part of the Monitoring and Reporting Plan.</p> <p>This information will help the reporting entity to calibrate and to justify the appropriate responses to the qualitative scorecard 1. All documentation containing relevant information (the evidence base) that has informed the self-assessment should be stored by the PPCR country focal point for future reference.</p> <p>An example of scoring criteria for core indicator 1 adapted from a pilot country is available in Annex 2. This example can be customized by pilot countries based on their individual country contexts and objectives.</p>
<p><b>RESPONSIBILITIES FOR MONITORING AND REPORTING</b></p>	<p>The terminology used below is based on the situation in most PPCR countries, recognizing that individual countries have different position titles and names for these structures. The <b>Work Plan for Monitoring and Reporting</b> will clearly detail the specific responsibilities in each country, by name and/or position, and agency, including dates and deadlines.</p> <p><b>The PPCR country focal point</b> is responsible for:</p> <ol style="list-style-type: none"> <li>a) identifying each of the priority sectors identified in the PPCR investment plan and ministries where climate resilience (risks, opportunities) have been integrated into the planning processes to any extent;</li> <li>b) coordinating a meeting of <b>PPCR unit/team</b>, and at least two representatives from each sector, government (including the Ministry of Women Affairs), private sector, and civil society (e.g. traditional authorities/ indigenous groups, non-governmental academic institutions, CSOs including women’s organizations). These representatives should be knowledgeable about relevant national climate resilience programs and represent both women and men. The first objective of this meeting is to establish criteria for scoring each of the aspects of the scorecard and subsequently determining the baseline scores. In subsequent years, each participant would complete the PPCR scorecard 1 individually, based on the agreed criteria. The PPCR country focal point may delegate the scoring process to a local climate change</li> </ol>

	<p>expert with good leadership skills. A person with good facilitation skills who is familiar with the local language and customs could plan and run the scoring workshop(s);</p> <ul style="list-style-type: none"> <li>c) aggregating or negotiating, through discussion, a singular score for each cell in the scorecard. The end product should be one scorecard that, <b>by consensus</b>, represents the responses all those collaborating to complete the card;</li> <li>d) coordinating the quality assurance process(see below);</li> <li>e) submitting the PPCR scorecard 1 to the CIF Administrative Unit on a timely and annual basis; and</li> <li>f) keeping all documentation containing relevant information (the evidence base) that has informed the reported results.</li> </ul> <p><b>The lead MDB</b> is responsible for supporting the PPCR focal point.</p> <p><b>The MDB HQ focal points</b> are responsible for supporting their project/program implementation units/teams to ensure that they can effectively carry out their responsibilities for PPCR monitoring and reporting.</p>
<p><b>QUALITY ASSURANCE</b></p>	<p>This methodology is subjective and as such should be vetted by a wider stakeholder group. This will help ensure that the results are as proximate as possible to the reality being experienced on the ground.</p> <p>The PPCR country focal point, in collaboration with the lead MDB task teams should invite stakeholders to critically review <b>the scores in the PPCR scorecard 1</b>, before sharing the final results with the CIF Administrative Unit. This would be done as part of an annual multi-stakeholder national-level steering committee and/or stock-taking meeting on the implementation of the PPCR investment plan Countries will identify their appropriate coordination mechanism in their Work Plan for Monitoring and Reporting</p>



**PPCR Core Indicator 1: Degree of integration of climate change into national planning**

Data Collection Method: Data scored at the country level

**Sample PPCR Investment Plan**

Reporting Period:

From: Cover sheet

To:

January 0, 1900

Complete below the sectors identified as a priority in the PPCR investment plan. Insert other priority sectors or ministries below(optional)	Is there an approved climate change plan for the nation/ sector?	Have climate resilience strategies been embedded in the central government's/ sector's principal planning documents?	Has responsibility been assigned to institutions or persons to integrate climate resilience planning?	Have specific measures to address climate resilience been identified and prioritized? e.g. investments and programs	Do all planning processes routinely screen for climate risks?
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a	b		c		d		e		f	
	Score- Yn-1 reporting period (last year)	Score-Yn reporting period (new)	Score- Yn-1 reporting period (last year)	Score-Yn reporting period (new)	Score- Yn-1 reporting period (last year)	Score-Yn reporting period (new)	Score- Yn-1 reporting period (last year)	Score-Yn reporting period (new)	Score- Yn-1 reporting period (last year)	Score-Yn reporting period (new)
<b>National Planning</b>										
<i>How do you justify the increase (or decrease) in scores between scores repored last year (Yn-1) and scores repored this year (Yn)? Please explain!</i>										
<b>Priority sector #1</b>										
<i>How do you justify the increase (or decrease) in scores between scores repored last year (Yn-1) and scores repored this year (Yn)? Please explain!</i>										
<b>Priority sector #2</b>										
<i>How do you justify the increase (or decrease) in scores between scores repored last year (Yn-1) and scores repored this year (Yn)? Please explain!</i>										
<b>Priority sector #3</b>										
<i>How do you justify the increase (or decrease) in scores between scores repored last year (Yn-1) and scores repored this year (Yn)? Please explain!</i>										
<b>Priority sector #...</b>										

**Instructions:**

1. Please establish scoring criteria for each of the aspects of this scorecard and submit them with your report. This should be done once, preferably at baseline stage and used during subsequent reporting years.
2. If you have previously established your scoring criteria, use them and submit them with your report .
3. Score each cell with a score between 0 and 10 (refer to your scoring criteria defined for this scorecard).
4. Provide explanation of change in scores between Yn-1 and Yn in appropriate cells and avoid abbreviations.

**Gender Mainstreaming:**To what extent and in what ways have gender and socioeconomic vulnerability concerns been mainstreamed with the climate resilience planning processes at national and sector levels ?  
(e.g., through gender budgeting approaches; gender needs assessments and consultations, or similar, including coordination with the Ministry of Women's Affairs, women's organizations).

**Lessons learned:** What have been the key successes when integrating climate change in national, including sector planning during last calendar year ?

What have been the key challenges and what oppotunies for improvement do you see?

**Sharing experiences:** Please let us have some insights into the particular experience of your country with integrating climate change in national, including sector planning

<p><b>PPCR CORE INDICATOR 2</b></p>	<p><b>Evidence of strengthened government capacity and coordination mechanism to mainstream climate resilience</b></p>
<p><b>RATIONALE / REASONS FOR MEASURING</b></p>	<p>This outcome indicator is important to demonstrate that the PPCR's support to pilot country governments results in improved institutions and institutional frameworks for mainstreaming climate resilience.</p> <p>This indicator assesses (as best as possible) if the PPCR is strengthening government capacity and a coordination mechanism for mainstreaming climate resilience.</p>
<p><b>TECHNICAL DEFINITION</b></p>	<p><b>Mainstreaming climate resilience</b> is the process that ensures climate risks and climate resilience are adequately and duly considered in national decision-making processes and that these considerations are reflected in budgets, plans, policies, instruments, regulations, etc.</p> <p><b>Government capacity</b> to mainstream climate resilience refers to levels of institutional knowledge pertaining to climate risks and climate resilience in the priority sectors identified in the PPCR investment plan and the political will as evidenced by, for example, national policies, incentives and legislative undertakings to mainstream climate resilience.</p> <p><b>The coordination mechanism</b> refers to the relevant committee/ institutional arrangement as laid out in the PPCR investment plan for the purposes of developing and overseeing the achievement of PPCR program goals in the country.</p> <p><b>Institutional knowledge</b> refers to the knowledge base and expertise as it relates to climate risk and resilience in relevant ministries and national agencies; this includes both physical repositories of knowledge in the form of reports and databases as well as technical know-how among staff members.</p>
<p><b>METHODOLOGY</b></p>	<p>The indicator calls for the measurement of two distinct components:</p> <ul style="list-style-type: none"> <li>a) strengthened government capacity to mainstream climate resilience; and</li> <li>b) strengthened coordination mechanism to mainstream climate resilience.</li> </ul> <p>a) In measuring strengthened government capacity, one will largely seek evidence of the availability of information, studies and assessments addressing climate variability and change through improved coping mechanisms and resilience measures, and the availability of adequate climate change expertise, enhanced levels of institutional knowledge pertaining to climate risk and climate resilience in the priority sectors (identified in the PPCR investment plan) and the political will as evidenced by, for example, national policies, incentives and legislative undertakings to mainstream climate resilience.</p> <p>b) In measuring strengthened coordination mechanism, one will largely seek</p>

	<p>evidence of enhanced levels of functionality of the mechanism set up to mainstream climate resilience, increased harmonization and coordination of climate resilience interventions, a broad set of non-governmental stakeholders involved, availability of climate resilience information to general public and inclusiveness, in particular in terms of females.</p> <p>Functionality will be assessed using the parameters of levels of establishment, effectiveness and efficiency.</p> <p>Measurement will be at the national level and by way of the PPCR scorecard 2.</p>
<p><b>DATA SOURCES AND DATA COLLECTION</b></p>	<p>For establishing a baseline and subsequent monitoring of strengthened government capacity, background data should be sourced from national repositories, including meeting documents, workshop and budget reports, policy papers, and other relevant reports available from the civil society and PPCR stakeholder community.</p> <p>Core Indicator 2 is qualitative in nature. Defining clear scoring criteria help make the subjective assessment more objective, reliable, and consistent. The scoring criteria agreed upon by different in-country stakeholder groups will provide a robust and objective assessment of the progress towards meeting the objective of strengthening government capacity and coordination mechanism to mainstream climate resilience at national and sector level.</p> <p>Scoring criteria should be established for each of the aspects of the scorecard before the baseline scores can be determined. These criteria, once established, will remain constant throughout the life of the PPCR investment plan and become part of the Monitoring and Reporting Plan.</p> <p>This information will help the reporting entity to calibrate and to justify the appropriate responses to the qualitative scorecard 2. All documentation containing relevant information (the evidence base) that has informed the self-assessment should be stored by the PPCR country focal point for future reference.</p> <p>An example of scoring criteria for core indicator 2 adapted from a pilot country is available in Annex 3. This example can be customized by pilot countries based on their individual country contexts and objectives.</p>
<p><b>RESPONSIBILITIES FOR MONITORING AND REPORTING</b></p>	<p>The terminology used below is based on the situation in most PPCR countries, recognizing that individual countries have different position titles and names for these structures. The <b>Work Plan for Monitoring and Reporting</b> will clearly detail the specific responsibilities in each country, by name and/or position, and agency, including dates and deadlines.</p> <p><b>The PPCR country focal point</b> is responsible for:</p> <ol style="list-style-type: none"> <li>a) identifying each of the priority sectors and ministries where climate resilience (risks, opportunities) have been integrated into the planning processes to any extent;</li> <li>b) coordinating a meeting of <b>PPCR unit/team</b>, and at least two representatives from each sector, government (including Ministry of Women’s Affairs, private sector, and civil society (e.g. traditional</li> </ol>

	<p>authorities/ indigenous groups, non-governmental academic institutions, CSOs including women’s organizations). These representatives should be knowledgeable about relevant national climate resilience programs and represent both women and men. The first objective of this meeting is to establish criteria for scoring each of the aspects of the scorecard and subsequently determining the baseline scores. In subsequent years, each participant would complete the PPCR scorecard 1 individually, based on the agreed criteria. The PPCR country focal point may delegate the scoring process to a local climate change expert with good leadership skills. A person with good facilitation skills who is familiar with the local language and customs could plan and run the scoring workshop(s);</p> <ul style="list-style-type: none"> <li>c) aggregating or negotiating, through discussion, a singular score for each cell in the scorecard. The end product should be one scorecard that, <b>by consensus</b>, represents the responses all those collaborating to complete the card;</li> <li>d) coordinating the quality assurance process (see below);</li> <li>e) submitting the PPCR Scorecard 2 to the CIF Administrative Unit on a timely and annual basis; and</li> <li>f) keeping all documentation containing relevant information (the evidence base) that has informed the reported results.</li> </ul> <p><b>The lead MDB</b> is responsible for supporting the PPCR focal point. <b>The MDB HQ focal points</b> are responsible for supporting their project/program implementation units/teams to ensure that they can effectively carry out their responsibilities for PPCR monitoring and reporting.</p>
<p><b>QUALITY ASSURANCE</b></p>	<p>This methodology is subjective and as such should be vetted by a wider stakeholder group to ensure that the results are as proximate as possible to the reality being experienced on the ground.</p> <p>The PPCR country focal point, in collaboration with the lead MDB task teams should invite stakeholders to critically review the scores in the PPCR scorecard 2, before sharing the final results with the CIF Administrative Unit. This would be done as part of an annual multi-stakeholder national-level steering committee and/or stock-taking meeting on the implementation of the PPCR investment plan. Countries will identify their appropriate coordination mechanism in their Work Plan for Monitoring and Reporting.</p>

**PPCR Scorecard 2**

Date of Report:

mm/dd/yy

PPCR Core Indicator 2: Evidence of strengthened government capacity and coordination mechanism to mainstream climate resilience											
Data Collection Method: Data scored at the country level											
Sample PPCR Investment Plan											
Reporting Period: From:					To:						
Government Capacity Complete below the sectors identified as a priority in the PPCR investment plan. Insert other priority sectors or ministries below (optional)		Are information, studies and assessments addressing climate change, variability and resilience available?		Is the necessary climate change expertise available?		Do national/sector incentives and legislative policies expressly address climate change and resilience?		Does the government/sector participate in the coordination mechanism?			
a		b		c		d		e			
		Score- Yn-1 reporting period (last year)	Score-Yn reporting period (new)	Score- Yn-1 reporting period (last year)	Score-Yn reporting period (new)	Score- Yn-1 reporting period (last year)	Score-Yn reporting period (new)	Score- Yn-1 reporting period (last year)	Score-Yn reporting period (new)		
<b>Sample Country Government</b>											
<i>How do you justify the increase (or decrease) in scores between scores reported last year (Yn-1) and scores reported this year (Yn)? Please explain!</i>											
<b>Priority sector #1</b>											
<i>How do you justify the increase (or decrease) in scores between scores reported last year (Yn-1) and scores reported this year (Yn)? Please explain!</i>											
<b>Priority sector #2</b>											
<i>How do you justify increase (or decrease) in scores between scores reported last year (Yn-1) and scores reported this year (Yn)? Briefly describe with evidence.</i>											
<b>Priority sector #3</b>											
<i>How do you justify the increase (or decrease) in scores between scores reported last year (Yn-1) and scores reported this year (Yn)? Please explain!</i>											
<b>Priority sector #...</b>											
<i>How do you justify the increase (or decrease) in scores between scores reported last year (Yn-1) and scores reported this year (Yn)? Please explain!</i>											
Coordination Mechanism Name the coordination mechanism below		Is the coordination mechanism functional e.g., established, effective and efficient?		Does it coordinate climate resilience interventions other than those funded by PPCR?		Is there a broad set of non-governmental stakeholders involved?		Is the relevant climate resilience information in the public domain?		Are females and males participating equally?	
		Score reported last year (Yn-1)	Score in Yn (new)	Score reported last year (Yn-1)	Score in Yn (new)	Score reported last year (Yn-1)	Score in Yn (new)	Score reported last year (Yn-1)	Score in Yn (new)	Score reported last year (Yn-1)	Score in Yn (new)
<i>How do you justify the increase (or decrease) in scores between scores reported last year (Yn-1) and scores reported this year (Yn)? Please explain!</i>											

**Instructions:**

1. Please establish scoring criteria for each of the aspects of this scorecard and submit them with your report. This should be done once, preferably at baseline stage and used during subsequent reporting years.
2. If you have previously established your scoring criteria, use them and submit them with your report.
3. Score each cell with a score between 0 and 10 (refer to your scoring criteria defined for this scorecard).
4. Provide explanation of change in scores between Yn-1 and Yn in appropriate cells and avoid abbreviations.

**Gender considerations and Coordination mechanism:** Please elaborate on whether and how gender good practice at the institutional level has been mainstreamed into the coordination mechanism unit. This should include commentary on the number of technical staff (women, men) in the unit and whether any gender training/capacity-building has been offered with PPCR support to: i) staff in the Coordination Unit(women, men)other Government staff working on climate change

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**Lessons Learned:** What have been the key successes when strengthening the Government capacity and the coordination mechanism?

What have been the key challenges and what opportunities for improvement do you see?

**Sharing experiences :** Please let us have some insights into the particular experience of your country with strengthening the Government capacity and the coordination mechanism to mainstream climate resilience

<p><b>PPCR CORE INDICATOR 3</b></p>	<p><b>Quality and extent to which climate responsive instruments/investment models are developed and tested</b></p>
<p><b>RATIONALE / REASONS FOR MEASURING</b></p>	<p>This indicator <b>estimates</b> (as best as possible) the extent to which the PPCR is identifying and implementing climate responsive investment approaches, by documenting the instruments and models that have been developed and tested with PPCR support and assessing their quality.</p> <p>This indicator <b>complements core indicator 4</b> “Extent to which vulnerable households, communities, businesses, and public sector services use improved PPCR supported tools, instruments, strategies, and activities to respond to climate variability or climate change.” While this indicator focuses on <b>what</b> instruments and investment models have been developed and tested and rates them based on their quality, climate responsiveness, and extent of development and testing, PPCR core indicator 4 focuses on <b>how</b> and <b>to what extent</b> they are being used by different vulnerable stakeholders.</p> <p>The assumption underlying both indicators is that if vulnerable stakeholders use high quality climate responsive tools to a greater extent, this will strengthen their adaptive capacities.</p>
<p><b>TECHNICAL DEFINITION</b></p>	<p>A <b>climate responsive instrument or investment models</b> is one that incorporates climate variability and climate change considerations or can be applied to enhance the climate resilience of people, products, systems or services. Examples are:</p> <ul style="list-style-type: none"> <li>a) <b>Technologies or infrastructure investments</b> (e.g., improvements to buildings, agricultural, coastal, hydro-meteorological, transport, water, drainage, ICT and energy systems);</li> <li>b) <b>Data, analytical work, technical studies, and knowledge assets</b> (e.g., climate scenarios, forecasts, vulnerability assessments, climate risk/impact analyses, maps, needs assessments and guidelines/manuals);</li> <li>c) <b>Public awareness platforms</b> (e.g., information dissemination platforms, weather information services, media campaigns, knowledge sharing events, stakeholder networks, websites and e-learning platforms);</li> <li>d) <b>Financial instruments</b> (e.g., micro/insurance, micro/finance, small grants and loan facilities);</li> <li>e) <b>Public/community services</b> (e.g., services providing water, sanitation, transport, flood protection, irrigation, early warning, social protection, education and health).</li> </ul> <p>Climate responsive instruments/investment models are considered <b>PPCR supported</b> if they were developed and tested, within the scope of activities carried out under a country or region’s Phase 1 or PPCR investment plan , regardless of the funding source.</p>

	<p>For this indicator, an instrument or model is defined as <b>developed</b> if it has been designed from scratch, adapted or modified to meet the appropriate need.</p>
<p><b>METHODOLOGY</b></p>	<p>All projects/programs should monitor and report on this indicator.</p> <p>For each project/program, <b>record your answers to the following questions in the attached scorecard:</b></p> <ol style="list-style-type: none"> <li>1) Which climate responsive instruments/investment models have been developed and tested? (Note: this should be the same list of tools, instruments, strategies, or activities reported under core indicator 4)</li> <li>2) For each instrument/investment model, answer the following questions: <ol style="list-style-type: none"> <li>a) Has the instrument/investment model been developed and tested?</li> <li>b) Has it been implemented to the scale proposed?</li> <li>c) Has it appropriately incorporated the needs of both female and male users into its design and implementation?</li> <li>d) Has it incorporated the needs of vulnerable populations into its design and implementation?</li> </ol> </li> <li>3) Where possible, project/program teams are encouraged to report whether instruments/investment models have been further developed and tested by other non-PPCR stakeholders.</li> </ol> <p>Questions 2a-d will be answered by assigning the instruments/investment models scores from 0-10, where 0 = no, 5 =halfway and 10 = yes completely. Criteria for the scores</p> <p><b>Measurement will be at the level of the project/program</b> by way of the project/program-level PPCR scorecards and compiled into a scorecard at the level of the PPCR investment plan, which accompanies this guidance sheet.</p>
<p><b>DATA SOURCES AND DATA COLLECTION</b></p>	<p>When scoring this indicator, all efforts should be made to use <b>data sourced from existing project/program/PPCR investment plan documentation</b> and other relevant reports available from <b>civil society and the PPCR stakeholder community</b>. This information will help the reporting entity to gauge and to justify the appropriate strength of their responses to the qualitative scorecard.</p> <p>Scoring criteria should be established for the four aspects of the scorecard. These criteria, once established, will remain constant throughout the life of the PPCR investment plan and become part of the Monitoring and Reporting Plan.</p> <p>For monitoring, a <b>self-assessment</b> by the project/program team together with relevant stakeholders and <b>reflective processes</b> will inform the scoring, but where possible, meeting documents and reports should be used to help the reporting entity gauge the appropriate strength of their responses to the qualitative scorecard. Relevant reports available from civil society and the PPCR stakeholder community will be an integral supplement.</p>

	<p>All documentation containing relevant information (the evidence base) that has informed the self-assessment should be stored by the respective project/program by the country focal point for future reference.</p>
<p><b>RESPONSIBILITIES FOR MONITORING AND REPORTING</b></p>	<p>The terminology used below is based on the situation in most PPCR pilot countries, recognizing that individual countries have different position titles and names for these structures. The <b>Work Plan for Monitoring and Reporting</b> will clearly detail the specific responsibilities in each country, by name and/or position, and agency, including dates and deadlines.</p> <p><b>Project/program implementation units/teams</b> are responsible for:</p> <ul style="list-style-type: none"> <li>a) Identifying the improved PPCR supported tools/etc. and entering that data into column b of the project/program -level PPCR scorecard 3;</li> <li>b) coordinating a meeting of the project/program implementation unit/team and relevant stakeholders. In the meeting each participant would complete the scorecard 3 individually;</li> <li>c) aggregating or negotiating, through discussion, a singular score for each of cell in the scorecard. The end product should be one scorecard that, <b>by consensus</b>, represents the responses all those collaborating to complete the card;</li> <li>d) submitting the scorecard 3 to the PPCR unit/team on a timely and annual basis: and</li> <li>e) keeping all documentation containing relevant project/program-level information (the evidence base) that has informed the reported results.</li> </ul> <p><b>The PPCR country focal point</b> is responsible for:</p> <ul style="list-style-type: none"> <li>a) establishing criteria for scoring the each of the aspects of the scorecard in coordination with the PPCR unit/team;</li> <li>b) obtaining project/program level scorecards;</li> <li>c) compiling the data into one scorecard at the level of the country program (PPCR investment plan);</li> <li>d) coordinating the quality assurance process. See below;</li> <li>e) submitting the PPCR scorecard 3 to the CIF Administrative Unit on a timely and annual basis; and</li> <li>f) keeping all documentation containing relevant information (the evidence base) that has informed the reported results.</li> </ul> <p>The <b>PPCR unit/team</b> (which the PPCR focal point may be a member of) is responsible for participating in the scoring process.</p> <p><b>The lead MDB</b> is responsible for supporting the <b>PPCR focal point</b>. <b>The MDB HQ focal points</b> are responsible for supporting their project/program implementation units/teams to ensure that they can effectively carry out their responsibilities for PPCR monitoring and reporting</p>
<p><b>QUALITY ASSURANCE</b></p>	<p>This methodology is subjective and as such must be vetted by the wider stakeholder group to ensure that the results are as proximate as possible to the reality being experienced on the ground.</p> <p>The PPCR country focal point, in collaboration with the lead MDB task teams should invite stakeholders to critically review the scores in the PPCR scorecard</p>



	<p>3, before sharing the final results with the CIF Administrative Unit. This would be done as part of an annual multi-stakeholder national-level steering committee and/or stock-taking meeting on the implementation of the PPCR investment plan This would be done as part of an already planned (at least annual) stakeholder coordination meeting e.g. as in many countries in the form of an inter-institutional multi-stakeholder climate change committee meeting. Countries will identify their appropriate coordination mechanism in their Work Plan for Monitoring and Reporting.</p>
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**PPCR Scorecard 3**

Date of Report: mm/dd/yy

<b>PPCR Core Indicator 3: Quality of and extent to which climate responsive instruments/investment models are developed and</b> Data Collection Method: Scored at the project-level and compiled at the PPCR Investment plan level						
<b>PPCR Investment</b> <b>Country Aggregate Report</b> Reporting Period: From: To:						
Project Title	Climate responsive instrument/ investment models identified:		Has the instrument/ investment model been developed and tested?	Has the instrument/ investment model been implemented to the scale proposed?	Has the instrument/ investment model appropriately incorporated the needs of both females and males into its design and implementation?	Has the instrument/ investment model incorporated the needs of vulnerable populations into its design and implementation?
a	#	b	c	d	e	f
Project # 1	1	Briefly comment on each score				
	2	Briefly comment on each score				
	3	Briefly comment on each score				
	4	Briefly comment on each score				
Project # ....	1	Briefly comment on each score				
	2	Briefly comment on each score				
	3	Briefly comment on each score				
	4	Briefly comment on each score				
	5	Briefly comment on each score				

**Instructions :**

- List all climate responsive instruments/ investment models identified in each of your project before starting (refer to projects documents)
- Establish scoring criteria for each of the aspects of this scorecard and submit them with your report. This should be done once, preferably at baseline stage and used during subsequent reporting years.
- If you have previously established your scoring criteria, use them and submit them with your report
- Score each cell with a score between 0 and 10 ( refer to your scoring criteria defined for this scorecard )
- Add more lines under each project if needed.

**Lessons Learned:** What have been the key successes when developing and testing these instruments/investment models?

1.	
2.	
	What have been the key challenges and what opportunities for improvement do you see?
3.	
4.	
+	

<p><b>PPCR CORE INDICATOR 4</b></p>	<p><b>Extent to which vulnerable households, communities, businesses, and public sector services use improved PPCR supported tools, instruments, strategies, and activities to respond to climate variability or climate change.</b></p>
<p><b>RATIONALE / REASONS FOR MEASURING</b></p>	<p>This indicator measures the extent to which the PPCR is strengthening the adaptive capacities of target stakeholders in a particular country or region, by measuring their uptake of climate responsive tools, instruments, strategies, and activities that the PPCR is supporting.</p> <p>This indicator <b>complements core indicator 3</b> “Quality and extent to which climate responsive instruments/investment models are developed and tested.” While core indicator 3 focuses on <b>what</b> instruments and investment models have been developed and tested and rates them based on their quality, climate responsiveness, and extent of development and testing, this indicator, focuses on <b>how</b> and <b>to what extent</b> these tools, instruments, strategies, and activities are being used by different vulnerable stakeholders.</p> <p>The assumption underlying both indicators is that if vulnerable stakeholders use high quality climate responsive tools to a greater extent, this will strengthen their adaptive capacities.</p>
<p><b>TECHNICAL DEFINITION</b></p>	<p>The target stakeholders, or users, are climate <b>vulnerable</b> households, communities, businesses, and/or public sector services. Here, social <b>vulnerability</b> due to climate change can be defined on a project/program by project/program basis, according to the different contexts in which each project/program is operating. Each project/program must identify the target groups (i.e., households, businesses etc.) and explain what makes the target group of a particular PPCR supported tool, instrument, strategy, or activity (referred to as “tools/etc.” in the text), <b>vulnerable</b> to the impacts of climate variability and change in their baseline documentation and subsequent reporting.</p> <p>A target user has <b>used</b> a tool, instruments, strategies and activities when they directly benefit from the tool, instruments, strategies and activities on one or more occasions during the twelve-month reporting period.</p> <p>A <b>household</b> is defined using the national census definition.</p> <p>A <b>community</b> is defined as the smallest administrative subset targeted by the PPCR investment plan.</p> <p><b>Businesses</b> are defined here as those targeted by the project/program, formal or informal, where the employees extend beyond a household. Otherwise they would be counted as households, i.e., a subsistence farmer would be counted</p>

	<p>as a household.</p> <p><b>Public sector services</b> are defined as government-owned or government co-funded service entities that provide services to the public. A public sector service entity should be counted at the lowest organized unit, e.g., a district agricultural extension office would be counted as one.</p> <p>A <b>climate responsive tool, instrument, strategy or activity</b> is one that incorporates climate variability and climate change considerations or can be applied to enhance the climate resilience of people, products, or services, such as:</p> <ul style="list-style-type: none"> <li>a) <b>Technologies or infrastructure investments</b> (e.g., improvements to buildings, agricultural, coastal, hydro-meteorological, transport, water, drainage, ICT, and energy systems);</li> <li>b) <b>Data, analytical work, technical studies, and knowledge assets</b> (e.g., climate scenarios, forecasts, vulnerability assessments, climate risk/impact analyses, maps, needs assessments, guidelines/manuals);</li> <li>c) <b>Public awareness platforms</b> (e.g., information dissemination platforms, media campaigns, weather information, knowledge sharing events, stakeholder networks, websites, educational curricula, market prices and training);</li> <li>d) <b>Financial instruments</b> (e.g., micro/insurance, micro/finance, small grants, loan facilities);</li> <li>e) <b>Public/community services</b> (e.g., water and sanitation, transport, flood protection, irrigation, early warning, social protection, education, health)</li> </ul> <p>A tool, instrument, strategy or activity is considered <b>PPCR supported</b> if it was developed, tested, promoted, and/or used within the scope of activities carried out under a country or region’s Phase 1 or PPCR investment plan, regardless of the original funding source.</p> <p>For this indicator, an instrument or model is defined as <b>developed</b> if it has been designed from scratch, adapted or modified to meet the appropriate need.</p>
<p><b>METHODOLOGY</b></p>	<p>All projects/programs should monitor and report on this indicator. For each project/program, <b>record your answers to the following questions in the attached report sheet:</b></p> <ul style="list-style-type: none"> <li>1) Which climate responsive tools, instruments, strategies, or activities have the PPCR improved and supported? (Note: this will be the same list of instruments/investment models reported under PPCR Core indicator 3)</li> <li>2) For each tool/etc., answer the following questions: <ul style="list-style-type: none"> <li>a) How many households, businesses, communities, and public sector services were targeted in the plans? Complete only for the appropriate categories (household, community, business, and/or public sector service) which the tool, instrument, strategy, or activity has targeted.</li> <li>b) How many of the targeted households, businesses, communities, and public sector services have used this during the report period?</li> <li>c) How have targeted households, businesses, communities, and public</li> </ul> </li> </ul>

	<p>sector services used the tool during the report period?</p> <p><b>Note:</b> The unit that is counted in each case; 1 household, 1 business, 1 community, 1 public sector service.</p> <p>Where a targeted beneficiary uses an improved PPCR-supported tool etc. more than once in a reporting period they should only be counted once. Where a beneficiary is the target of several PPCR-supported tools they should be counted once for each tool they use during the report period.</p> <p><b>Measurement</b> will be at the level of each project/program. A single PPCR Table 4 per project/program will be shared with the country focal point for aggregation and synthesis at the level of the PPCR investment plan.</p>
<p><b>DATA SOURCES AND DATA COLLECTION</b></p>	<p>For monitoring of this indicator, all efforts should be made to use data sourced from existing project/program /PPCR investment plan documentation and other relevant reports available from the civil society and PPCR stakeholder community. Relevant reports available from civil society and the PPCR stakeholder community will be an integral supplement.</p> <p>All documentation containing relevant information (the evidence base) that has informed the report should be stored by the respective project/program and the country focal point for future reference.</p>
<p><b>RESPONSIBILITIES FOR MONITORING AND REPORTING</b></p>	<p>The terminology used below is based on the situation in most PPCR pilot countries, recognizing that individual countries have different position titles and names for these structures. The <b>Work Plan for Monitoring and Reporting</b> will clearly detail the specific responsibilities in each country, by name and/or position, and agency, including dates and deadlines.</p> <p><b>Project/program implementation units/teams</b> are responsible for:</p> <ol style="list-style-type: none"> <li>a) Identifying the improved PPCR supported tools/etc. and entering that data into column b of the project/program-level PPCR Monitoring and Reporting Table 4;</li> <li>b) collecting the project/program-level data;</li> <li>c) submitting the Performance Monitoring Table 4 to the PPCR unit/team on a timely and annual basis: and</li> <li>d) keeping all documentation containing relevant project/program-level information (the evidence base) that has informed the reported results.</li> </ol> <p>The <b>PPCR unit/team</b> (which the PPCR focal point may be a member of) is responsible for:</p> <ol style="list-style-type: none"> <li>a) obtaining project/program-level data;</li> <li>b) compiling data at the level of the country program (PPCR investment plan);</li> <li>c) ensuring that there is no double-counting in the PPCR investment plan-level data; and submitting both project/program-level and PPCR Tables 4 to the PPCR country focal point on a timely and annual basis.</li> </ol> <p>The <b>PPCR country focal point</b> is responsible for:</p> <ol style="list-style-type: none"> <li>a) coordinating the quality assurance process, in collaboration with the lead MDB task teams. See below;</li> </ol>

	<ul style="list-style-type: none"> <li>b) submitting both project/program-level and PPCR Tables 4 to the CIF Administrative Unit on a timely and annual basis; and</li> <li>c) keeping all documentation containing relevant information (the evidence base) that has informed the reported results.</li> </ul> <p>The <b>lead MDB</b> is responsible for supporting the PPCR focal point. <b>The MDB HQ focal points</b> are responsible for supporting their project/program implementation units/teams to ensure that they can effectively carry out their responsibilities for PPCR monitoring and reporting.</p>
<p><b>QUALITY ASSURANCE</b></p>	<p>This methodology is approximate and should be vetted by a broader stakeholder group to ensure that the results are as proximate as possible to the reality being experienced on the ground.</p> <p>The PPCR country focal point, in collaboration with the lead MDB task teams should invite stakeholders to critically review <b>the aggregated figures in PPCR table 4</b>, before sharing the final results with the CIF Administrative Unit. This would be done as part of an annual multi-stakeholder national-level steering committee and/or stock-taking meeting on the implementation of the PPCR investment plan. Countries will identify their appropriate coordination mechanism in their Work Plan for Monitoring and Reporting.</p>

PPCR Table 4

Date of Report: mm/dd/yy

PPCR Core Indicator 4: Extent to which vulnerable households, communities, businesses and public sector services use improved PPCR supported tools, instruments, strategies, activities to respond to Climate Variability and Climate Change														
Data Collection Method: Data collected for each project and compiled at the PPCR investment plan level														
Sample Country Aggregate Report														
Reporting Period: From: To:														
Only complete for the categories targeted by the tool, instrument, strategy, or activity														
Project Title	#	Identify the improved PPCR supported tool, instrument, strategy, activity below.  <i>These are the same as those identified in Scorecard 3</i>	Number of Households		Write up to three sentences describing how households use this?	Number of Communities		Write up to three sentences describing how communities use this?	Number of Businesses		Write up to three sentences describing how businesses use	Number of Public Sector Service Entities		Write up to three sentences describing how public sector service entities use this?
			Actual results (Cumulative since project started)	Expected Results		Actual results (Cumulative since project started)	Expected Results		Actual results (Cumulative since project started)	Expected Results		Actual results (Cumulative since project started)	Expected Results	
a	b	c	d	e	f	g	h	i	j	k	l	m	n	
Project # 1	1													
	2													
	3													
	4													
Project # ...	1													
	2													
	3													
	4													
	5													

**Instructions :**

- List the same climate responsive instrument/ investment models /tools etc. as those identified in scorecard 3
- Clearly identify the target population of your instruments / investment models/tools etc. : Is it Households? Communities? Businesses (private sector), public service entities or a combination thereof (refer to the project documents)
- Actual results:** cumulatively report results achieved since the project started implementation. **Expected Results:** Results expected to be achieved at completion of the project as stated in the project document.
- Always provide written comments on how the target population identified in this table will use the instruments/investment models/tools to respond to climate change.
- Add more lines under each project if needed.

**Gender considerations :** In what ways have women and men, including those from below the poverty line, used PPCR-supported tools, instruments, strategies, and activities to respond to Climate Change at the household/ farm level? community level? Business level? public service level? What have been the results and outcomes from this uptake of activities?

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**Lessons Learned:**

What have been the key successes when households/communities/public services/businesses use the improved tool, instrument, investment strategy,activity.

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What have been the key challenges and what opportunities for improvement do you see?

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<p><b>PPCR CORE INDICATOR 5</b></p>	<p><b>Number of people supported by the PPCR to cope with the effects of climate change.</b></p>
<p><b>RATIONALE / REASONS FOR MEASURING</b></p>	<p>This indicator determines whether PPCR projects/programs for climate resilience action reach and support people on the ground as intended. It is linked to the PPCR’s policy priorities as articulated in the PPCR Design Document and its contribution to the transformative impact goal of increasing resilience of households, communities, businesses, sectors support people on the ground, as intended and society to climate variability and change.</p> <p>This indicator <b>estimates</b> (as best as possible) the number of people supported by the PPCR to cope with the effects of climate change in a particular country. This includes both targeted (direct) and indirect beneficiaries.</p>
<p><b>TECHNICAL DEFINITION</b></p>	<p>People are considered <b>supported by the PPCR</b> when a service or facility has specifically been made available to them through relevant projects/programs of the PPCR. The emphasis of this indicator is on <i>availability</i> of the service or facility. The number of people supported should <b>not</b> be discounted where PPCR has only partly funded the intervention. Do <b>not</b> count employees of government and implementing agencies, who directly benefit (e.g. training), unless they are a part of the greater target project/program population where they would have been normally counted. A person is <b>supported by PPCR</b> and only counted once, even if they are supported by several interventions. This only includes citizens and residents of the country.</p> <p><b>Relevant projects/programs</b> are those that include targeted climate resilience interventions in the sectors identified as a priority in the PPCR investment plan. It does not include programs which are supporting planning processes, knowledge and evidence gathering, or other building blocks processes unless the supported population can be discretely identified. These programs are being covered by core indicators 3 and 4. Example: modernizing a national hydromet service cannot be counted in this indicator however a functioning early flood-warning system (using that hydromet data) in 20 districts, could, since a discrete population has been identified.</p>
<p><b>METHODOLOGY</b></p>	<p>The PPCR project/program level indicators must logically derive from and directly feed into the results at PPCR investment plan impact level. In order to estimate this figure at the PPCR investment plan level, information must be collected from each <b>relevant project/program</b> and then be aggregated at the level of the PPCR investment plan, taking care to avoid double counting. Figures collected by routine monitoring will simply be aggregated, because synergistic benefits cannot be measured by this indicator alone.</p> <p>The number of people supported by each relevant project/program needs to be established first and then aggregated across projects/programs in order to estimate and report on the total number of people supported by the projects and programs under an endorsed PPCR investment plan. For each</p>



	<p>project/program, answer the following questions:</p> <p><b>1) How many people have been supported in the last 12-month reporting period?</b> The sum of those supported will be reported as the number of people supported at the project/program and at the PPCR investment plan level in the 12-month reporting period. Both the annual total and the cumulative total need to be reported over the life of the PPCR investment plan, as some projects/programs may be completed before the completion date of the PPCR investment plan.</p> <p><b>2) How many of those supported are below the national poverty line?</b> Where possible, the number of people below the national poverty line who have been supported will be reported at the project/program and PPCR investment plan table 5.</p> <p><b>3) How many of those supported are female?</b> The number of females supported will be reported in PPCR table 5, where possible, especially for projects/programs that target women or projects/programs that have already conducted in-depth social analysis.</p>
<p><b>DATA SOURCES AND DATA COLLECTION</b></p>	<p>For monitoring all efforts should be made to use <b>recent data sourced from national systems</b> (e.g. population data). Data may be available from the census bureau or other census information institution or public offices and institutions with development projects/programs in the project/program area. Where recent data are not available in national systems, project/program <b>specific surveys</b> including baseline surveys should be used to monitor the number of targeted (direct) beneficiaries of each project/program. The baseline is set at 0, since no one was supported by the PPCR before the Investment plan was endorsed.</p> <p>The number of people supported can be collected on the level of the individual (number of people, women, men) However, for reporting, <b>data will be expressed as number of people</b>. Where households are counted instead of people, the assumptions about household size and gender ratio needed for disaggregation should be documented in the reporting table.</p> <p>Where social vulnerability baseline surveys and analyses have been conducted, monitoring will allow for <b>disaggregation</b> of the number of female beneficiaries.</p> <p><b>Reporting on this indicator will be done at the level of the PPCR investment plan</b> and submitted to the CIF Administrative Unit annually.</p> <p>All documentation containing relevant information (the evidence base) that has informed the self-assessment should be stored by project/program implementation units/teams and the PPCR country focal point for future reference.</p>
<p><b>RESPONSIBILITIES FOR MONITORING AND REPORTING</b></p>	<p>The terminology used below is based on the situation in most PPCR pilot countries, recognizing that individual countries have different position titles and names for these structures. The <b>Work Plan for Monitoring and Reporting</b> will clearly detail the specific responsibilities in each country, by name and/or position, and agency, including dates and deadlines.</p> <p><b>Project/program implementation units/teams</b> are responsible for:</p>

	<ul style="list-style-type: none"> <li>a) collecting project/program-level data;</li> <li>b) submitting the project/program-level PPCR Tables 5 to the PPCR unit/team on a timely and annual basis; and</li> <li>c) keeping all documentation containing relevant project/program -level information (the evidence base that has informed the reported results.</li> </ul> <p>The <b>PPCR unit/team</b> (which the PPCR focal point may be a member of) is responsible for:</p> <ul style="list-style-type: none"> <li>a) obtaining project/program’s PPCR tables;</li> <li>b) compiling data at the level of the PPCR investment plan</li> <li>c) ensuring that there is no double-counting in the PPCR investment plan - level data; and</li> <li>d) submitting both project/program-level and Investment plan</li> <li>e) -level PPCR tables 5 to the PPCR country focal point on a timely and annual basis.</li> </ul> <p>The <b>PPCR country focal point</b> is responsible for:</p> <ul style="list-style-type: none"> <li>a) coordinating the quality assurance process, in collaboration with the MDE task teams. See below;</li> <li>b) submitting PPCR Tables 5 to the CIF Administrative Unit on a timely and annual basis; and</li> <li>c) keeping all documentation containing relevant information (the evidence base) that has informed the reported results.</li> </ul> <p><b>The lead MDB</b> is responsible for supporting the <b>PPCR focal point</b>. <b>The MDB HQ focal points</b> are responsible for supporting their project/program implementation units/teams to ensure that they can effectively carry out their responsibilities for PPCR monitoring and reporting.</p>
<p><b>QUALITY ASSURANCE</b></p>	<p>This methodology is approximate and should be vetted by a broader stakeholder group to ensure that the results are as proximate as possible to the reality being experienced on the ground.</p> <p>The PPCR country focal point, in collaboration with lead MDB task teams should invite stakeholders to critically review <b>the aggregated figures in the PPCR table 5</b>, before sharing the final results with the CIF Administrative Unit. This would be done as part of an annual multi-stakeholder national-level steering committee and/or stock-taking meeting on the implementation of the PPCR investment plan. Countries will identify their appropriate coordination mechanism in their Work Plan for Monitoring and Reporting.</p>

## PPCR Table 5

Date of Report:  

PPCR Core Indicator 5: Number of people supported by the PPCR to cope with the effects of climate change			
Data Collection Method: Data collected for each project and compiled at the PPCR Investment Plan level			
Sample			
Country Aggregate Report			
Reporting Period From:		To:	
		Direct beneficiaries	
		Actual results (Cumulative since project started)	Expected Results
Project Title	a	b	e
Project #1	Number of people supported by the PPCR to cope with the effects of climate change (n1)		
	Number of people below the national poverty line supported by the PPCR to cope with the effects of climate change (n2)		
	Females supported by the PPCR to cope with the effects of climate change (n3)		
Project #2	Number of people supported by the PPCR to cope with the effects of climate change(m1)		
	Number of people below the national poverty line supported by the PPCR to cope with the effects of climate change(m2)		
	Females supported by the PPCR to cope with the effects of climate change(m3)		
Country	Total number of people supported by the PPCR to cope with the effects of climate change in the country (n1+m1)		
	Total number of people below the national poverty line supported by the PPCR to cope with the effects of climate change in the country (n2+m2)		
	Total number of females supported by the PPCR to cope with the effects of climate change in the country( n3+m3)		

### Instructions :

1. **Actual results** : cumulatively report the number of people supported by the project since it started implementation.
2. **Expected Results**: number of people expected to be reached by the project at completion as stated in the project document.
3. If the target population of the project is households or communities, **provide best estimates** of the number of people in these households or communities. Triangulate this data with data provided in Table 4 for consistency.
4. Please do not leave cells. Put **Zero(0)** in the corresponding cell if people are not supported yet by the project.

### Lessons Learned:

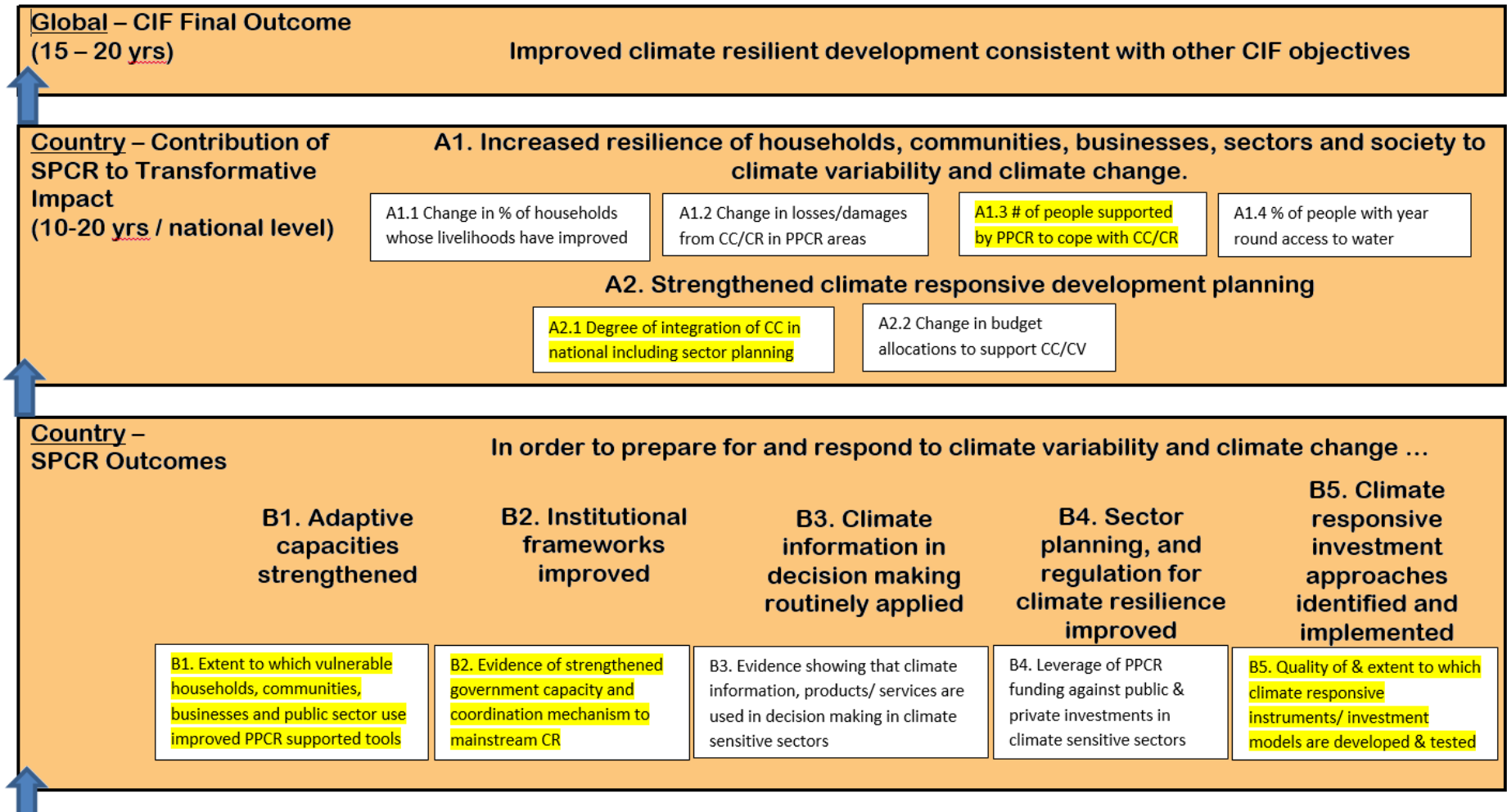
What have been the key successes when people have been supported by the PPCR?

- 1.
- 2.

What have been the key challenges and what opportunities for improvement do you see?

- 3.

## PPCR Revised Logic Model with Indicators



**Note:** Correspondence with the PPCR Core Indicators (highlighted in yellow). Core indicator 1 is A2.1. Core indicator 2 is B2. Core indicator 3 is B5. Core indicator 4 is B1. Core Indicator 5 is A1.3.

**ANNEX 2: Example of scoring criteria for core indicator 1: Degree of integration of climate change in national, including sector, planning**

Score	Is there an approved climate change plan for the nation/sector?	Have climate resilience strategies been embedded in the central government's/sector's principal planning documents	Has responsibility been assigned to institutions or persons to integrate climate resilience planning?	Have specific measures to address climate resilience been identified and prioritized? e.g. investments and programs.	Do all planning processes routinely screen for climate risks?
0	No, does not exist.	No climate resilience strategies available.	No climate resilience planning is being undertaken	No specific measures (investments and programs) to address climate resilience have been identified.	No
1	There is a concrete plan for its development.	Plans are in place to incorporate climate change strategies into central Government's principal planning documents	Plans are in place to assign an individual or institution with the responsibility of integrating climate resilience planning into national development planning	Plans are in place to identify specific measures to address climate resilience	Plans are in place to identify specific measures to routinely screen for climate risks
2	Work has recently begun on the development of a climate change plan	Work has recently begun on the incorporation of strategies into central government's principal planning documents	Work has recently commenced on budget programming and drafting TORs to integrate climate resilience planning into national development planning, but is progressing slowly.	Work has recently commenced on the identification of measures to address climate change	The authorities have recently started to screen for climate risks
3	Work on the development of a climate change plan has commenced but is progressing slowly	Work has begun on the incorporation of strategies into central Government's principal planning Documents, but is progressing too slow.	Draft terms or references and budgets were prepared to assign Personnel or institutions or personnel with the responsibility of integrating climate resilience planning into national development planning.	Work has recently begun on the identification of measures to address climate change, but is progressing too slow.	The authorities have recently begun to screen for climate risks, with slow progress
4	Exists in draft form.	climate change strategies are embedded into central government's principal planning documents, which exist in draft form	Personnel or institutions were engaged to integrate climate resilience planning into national development planning.	Specific measures (investments and programs) to address climate resilience has been identified, but exist in draft form	Yes, there has been some pilot screening for Climate Change risks in a selection of projects, but screening is not mandatory
5	Exists and is approved, but is not being implemented.	Climate resilience strategies are embedded into the sector's principal planning document, but are not being used	Responsibility has been assigned to institution/person, supported by approved budgets and guided by appropriate terms of references or job descriptions	Specific measures (investments and programs) to address climate resilience have been identified and approved, but have not been implemented.	Mandatory pilot screening for Climate Change risks are conducted in projects.
6	Exists, is approved and functioning with tangible examples of its implementation, but major improvements are improvements needed which have not been clearly identified.	Climate resilience strategies are embedded into central Governments planning documents, and are being used in planning decisions. but major improvements are needed, which have not been identified	Responsibility has been assigned to institution/person, supported by approved budgets and guided by appropriate terms of references or job descriptions, but with no impact on developmental planning	Specific measures (investments and programs) to address climate resilience have been identified and approved, but application has not been consistent throughout	Screening is mandated but application has not been consistent throughout departmental activities.

				departmental activities.	
7	Exists, is approved and functioning with tangible examples of its implementation, but major improvements are needed which are partially identified.	Climate resilience strategies are embedded into Central Governments planning documents, and are being used in planning decisions. major improvements are needed which have partially been identified	Responsibility has been assigned to institution/person, supported by approved budgets and guided by appropriate terms of references or job descriptions, but with little impact on developmental planning	Specific measures have been used in various sectors, but major improvements are needed, which have been partially identified	Screening is mandated and is conducted throughout departmental activities. but major improvements are needed which are partially identified
8	Exists, is approved and functioning with tangible examples of its implementation but minor improvements are needed which are identified	Climate resilience strategies are being used to inform implementation of sector activities and projects, with moderate effect	Responsibility has been assigned to institution/person, supported by approved budgets and guided by appropriate terms of references or job descriptions, with moderate impact on developmental planning	Specific measures have been used in various sectors, but minor improvements are needed which have been identified	Screening is mandated and is conducted throughout departmental activities. but minor improvements are needed which have been partially identified
9	Yes, exists and needs no significant improvement as it also being implemented well.	Climate resilience strategies are being used to inform implementation of sector activities and projects, with major effect	Responsibility has been assigned to institution/person, supported by approved budgets and guided by appropriate terms of references or job descriptions, with great impact on developmental planning	Yes, specific measures have been consistently implemented across departmental activities.	Yes, screening is consistently applied across departmental activities, with great effectiveness
10	Yes, exists and needs no improvement as it also being implemented well.	Climate resilience strategies are used in planning decisions, with no need to be complemented by other strategies	No need to revise roles/responsibilities of personnel or institutions involved in climate resilience planning	No new measures are needed to adress climate change	There is no need to upgrade screening processes

*Adapted from SVG*

**ANNEX 3: Example of scoring criteria for core indicator 2: Evidence of strengthened government capacity and coordination mechanism to mainstream climate resilience**

<b>Score</b>	<b><i>Are information, studies and assessments addressing climate change, variability and resilience available?</i></b>	<b><i>Is the necessary climate change expertise available?</i></b>	<b><i>Do national/sector incentives and legislative policies expressly address climate change and resilience?</i></b>	<b><i>Does the government/ sector participate in a cross-sectoral coordination mechanism for climate change activities?</i></b>
<b>0</b>	There are no existing studies/information or assessments available.	No climate change expertise available.	No national/sector incentives and legislative policies exist.	No cross-sectoral coordination mechanism for climate change activities exist.
<b>1-2</b>	Some studies have been commissioned but not completed.	Some department officials have attended climate change training courses.	Draft national/sector incentives and legislative policies are being developed.	Yes, there is a cross-sectoral coordination mechanism however it is not being utilized.
<b>3 - 4</b>	Some studies, assessments and information on climate change, variability and resilience exist, but the issues which they address and cover are very limited	There are a few persons who are trained in climate change resilience and have experience implementing climate change resilience projects.	Draft of national/sector incentives and legislative policies exist but not yet finalized.	A cross-sectional coordination mechanism for climate change activities exist with some level of participation
<b>5 - 6</b>	Some studies, assessments and information on climate change, variability and resilience exist, but the issues which they address but they do not cover all issues.	Several persons in some departments/sectors have been trained and are qualified in climate change resilience	National/sector incentives and legislative policies that address climate change and resilience are finalized, approved and being implemented in a limited manner.	A cross-sectoral coordination mechanism for climate change activities exist with greater level of participation.

7 - 8	There are many studies, assessments and information available which address climate change, variability and resilience. These studies cover all issues and are well understood by all departments.	There is at least one person in most departments who have been trained and is qualified in climate change resilience and also have experience working on climate change projects and programs.	Incentives and policies are wide ranging and cover, but can be strengthened	A cross-sectional coordination mechanism for climate change activities exist active sharing of information and some degree of coordinated planning
9 - 10	There are many studies, assessments and information available which address climate change, variability and resilience. These studies cover all issues and are well understood by all departments.	There is adequate expertise in climate change available in most departments/agencies, and most experts have good experience working on climate change projects and programs.	Wide ranging national/sector incentives and legislative policies expressly address climate change resilience and are fully implemented and updated as necessary	A fully functional cross-sectoral coordination mechanism for climate change activities exist, with all required sectors/government agencies sharing information and coordination on an ongoing basis.

*Adapted from Grenada*