

Climate Finance Readiness Seminar for NIEs #4

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Experiences and lessons learned in the application of tools and approaches to monitoring and evaluation for adaptation projects

- Part 1: An introduction -

	Monitoring	Evaluation
	Part of good day-to-day management <i>"Are we doing the things right?"</i> -> <i>To improve</i>	Activity in a longer-term process <i>"Are we doing the right things?"</i> -> <i>To prove</i>
Timing	Continuously throughout the project's implementation	Periodic review at fixed points in time, eg. baseline, mid-term, closing.
Scope	Day to day activities, outputs, indicators of progress and change	Assess overall delivery of outputs, progress towards objectives and goal
Main participants	Project staff, project users	External evaluators, project users, project staff, donors
Process	Regular meetings, interviews, monthly / quarterly reviews, etc.	Special meetings, additional data collection exercises, etc.
Written outputs	Regular reports, updates to project users, management and donors	Written report and recommendations for changes to project or for future projects, presented to stakeholders



