



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

GENERAL GUIDANCE	Pilot Program for Climate Resilience (PPCR)
INTRODUCTION	<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 should be submitted annually to the CIF Administrative Unit by no later than June 30. The reporting period is twelve months, from April 1 through to March 31 the following year.</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>
OVERVIEW OF CORE INDICATORS	<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"> 1. Degree of integration of climate change in national, including sector, planning,¹ 2. Evidence of strengthened government capacity and coordination mechanism to mainstream climate resilience², 3. Quality and extent to which climate responsive instruments/investment models are developed and tested³, 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 change⁴, and 5. Number of people supported by the PPCR to cope with the effects of climate change⁵. <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>
SCORECARDS AND TABLES	<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>

¹ Indicator A2.1 in the Revised PPCR Results Framework, December 3, 2012

² Indicator B2

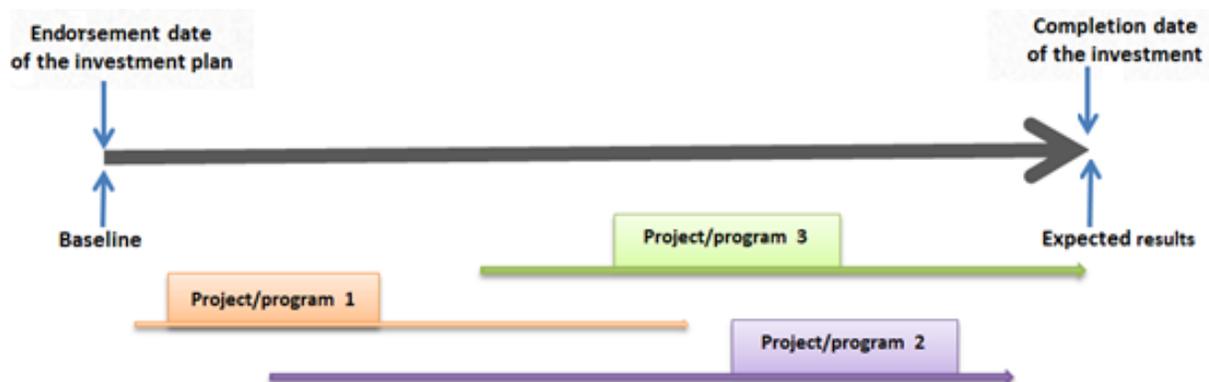
³ Indicator B5

⁴ Indicator B1

⁵ 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>																							
BASELINES	<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 1222"> <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>March</td> <td>Samoa</td> </tr> <tr> <td>April</td> <td>Grenada, Saint Vincent and the Grenadines,</td> </tr> <tr> <td>June</td> <td>Cambodia, Mozambique, Nepal, Saint Lucia, Zambia</td> </tr> <tr> <td rowspan="3">2012</td> <td>November</td> <td>Bolivia, Jamaica</td> </tr> <tr> <td>April</td> <td>Tonga, Yemen</td> </tr> <tr> <td>November</td> <td>Papua New Guinea, Dominica</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	March	Samoa	April	Grenada, Saint Vincent and the Grenadines,	June	Cambodia, Mozambique, Nepal, Saint Lucia, Zambia	2012	November	Bolivia, Jamaica	April	Tonga, Yemen	November	Papua New Guinea, Dominica	2013	May	Haiti
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EXPECTED RESULTS	<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>																							

Life cycle diagram of the PPCR investment plan



<p>PPCR CORE INDICATOR 1</p>	<p>Degree of integration of climate change in national, including sector, planning</p>
<p>RATIONALE / REASONS FOR MEASURING</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>TECHNICAL DEFINITION</p>	<p>In this indicator, degree refers to the depth of the process of integration of climate resilience within national, ministry and sector planning.</p> <p>Integration refers to the embedding of climate resilience priorities into new and existing development planning.</p> <p>National, including sector planning refers to the processes for developing strategies, policies, plans, laws, regulations and institutional arrangements to promote and integrate climate resilience.</p> <p>Routine screening 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>METHODOLOGY</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"> a) Existence of a specific climate change policy, plan b) Climate resilience strategies embedded in the principal planning documents at various levels (national, sector, ministry); c) Responsibility assigned to coordinate the integration of climate resilience into planning; d) Specific measures to address climate resilience identified and prioritized e.g. laws, regulations and incentives in these policies and plans; and e) Routine screening for climate risk in planning . <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>DATA SOURCES AND DATA COLLECTION</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>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. 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>RESPONSIBILITIES FOR MONITORING AND REPORTING</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 Work Plan for Monitoring and Reporting will clearly detail the specific responsibilities in each country, by name and/or position, and agency, including dates and deadlines.</p> <p>The PPCR country focal point is responsible for:</p> <ol style="list-style-type: none"> 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; b) coordinating a meeting of PPCR unit/team, and at least two representatives from each sector, government, private sector, and civil society (e.g. traditional authorities/ indigenous groups, non-governmental academic institutions and CSOs). 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); c) aggregating or negotiating, through discussion, a singular score for each cell in the scorecard. The end product should be one scorecard that, by consensus, represents the responses all those collaborating to complete the card; d) coordinating the quality assurance process(see below); e) submitting the PPCR scorecard 1 to the CIF Administrative Unit on a timely and annual basis; and f) keeping all documentation containing relevant information (the evidence base) that has informed the reported results.

	<p>The lead MDB is responsible for supporting the PPCR focal point.</p> <p>The MDB HQ focal points 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>QUALITY ASSURANCE</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 the scores in the PPCR scorecard 1, 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 1

Date of Report: mm/dd/yy

PPCR Core Indicator 1: Degree of integration of climate change into national planning Data Collection Method: Data scored at the country level					
Sample Country PPCR Investment Plan Reporting Period: From: April-1st To: March-31st (following year)					
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?
a	b	c	d	e	f
National Planning					
<i>Briefly comment on each score</i>					
Sector 1					
<i>Briefly comment on each score</i>					
Sector 2					
<i>Briefly comment on each score</i>					
Sector 3					
<i>Briefly comment on each score</i>					
Sector 4					
<i>Briefly comment on each score</i>					
Sector 5					
<i>Briefly comment on each score</i>					
Sector 6					
<i>Briefly comment on each score</i>					

Score each cell with a score between 0 and 10 where 0 = No, 5 = Halfway and 10 = Yes completely

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

- 1.
- 2.

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

- 3.
- 4.

Table 1

It is suggested that you establish and agree criteria for each of the aspects of the scorecard before scoring. We recommend that you at least define the criteria for zero, five and ten. Below is an example of the format that could be used.

Criteria for PPCR Scorecard 1					
	Is there an approved climate change for the nation/sector?	Have climate resilience strategies ben embedded in 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?
National Planning					
Score 0 criteria					
Score 5 criteria					
Score 10 criteria					
Sector Planning					
Score 0 criteria					
Score 5 criteria					
Score 10 criteria					

<p>PPCR CORE INDICATOR 2</p>	<p>Evidence of strengthened government capacity and coordination mechanism to mainstream climate resilience</p>
<p>RATIONALE / REASONS FOR MEASURING</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>TECHNICAL DEFINITION</p>	<p>Mainstreaming climate resilience 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>Government capacity 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>The coordination mechanism 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>Institutional knowledge 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>METHODOLOGY</p>	<p>The indicator calls for the measurement of two distinct components:</p> <ul style="list-style-type: none"> a) strengthened government capacity to mainstream climate resilience; and b) strengthened coordination mechanism to mainstream climate resilience. <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>DATA SOURCES AND DATA COLLECTION</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>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. 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>RESPONSIBILITIES FOR MONITORING AND REPORTING</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 Work Plan for Monitoring and Reporting will clearly detail the specific responsibilities in each country, by name and/or position, and agency, including dates and deadlines.</p> <p>The PPCR country focal point is responsible for:</p> <ol style="list-style-type: none"> a) identifying each of the priority sectors and ministries where climate resilience (risks, opportunities) have been integrated into the planning processes to any extent; b) coordinating a meeting of PPCR unit/team, and at least two representatives from each sector, government, private sector, and civil society (e.g. traditional authorities/ indigenous groups, non-governmental academic institutions and CSOs). 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);

	<ul style="list-style-type: none"> c) aggregating or negotiating, through discussion, a singular score for each cell in the scorecard. The end product should be one scorecard that, by consensus, represents the responses all those collaborating to complete the card; d) coordinating the quality assurance process (see below); e) submitting the PPCR Scorecard 2 to the CIF Administrative Unit on a timely and annual basis: and f) keeping all documentation containing relevant information (the evidence base) that has informed the reported results. <p>The lead MDB is responsible for supporting the PPCR focal point. The MDB HQ focal points 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>QUALITY ASSURANCE</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 Country PPCR Investment Plan

Reporting Period:

From: **April-1st**

To: **March-31st (following year)**

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
Sample Country Government				
<i>Briefly comment on each score</i>				
Sector 1				
<i>Briefly comment on each score</i>				
Sector 2				
<i>Briefly comment on each score</i>				
Sector 3				
<i>Briefly comment on each score</i>				
Sector 4				
<i>Briefly comment on each score</i>				
Sector 5				
<i>Briefly comment on each score</i>				
Sector 6				
<i>Briefly comment on each score</i>				

Score each cell with a score between 0 and 10 where 0 = No, 5 = Halfway and 10 = Yes complete

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?
<i>Briefly comment on each score</i>					

Score each cell with a score between 0 and 10 where 0 = No, 5 = Halfway and 10 = Yes completely

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

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

Table 2

It is suggested that you establish and agree criteria for each of the aspects of the scorecard before scoring. We recommend that you at least define the criteria for zero, five and ten. Below is an example of the format that could be used.

Criteria for PPCR Scorecard 2						
	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?		
National Planning						
Score 0 criteria						
Score 5 criteria						
Score 10 criteria						
Sector Planning						
Score 0 criteria						
Score 5 criteria						
Score 10 criteria						
Coordination Mechanism						
Coordination Mechanism	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 0 criteria						
Score 5 criteria						
Score 10 criteria						

<p>PPCR CORE INDICATOR 3</p>	<p>Quality and extent to which climate responsive instruments/investment models are developed and tested</p>
<p>RATIONALE / REASONS FOR MEASURING</p>	<p>This indicator estimates (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 complements core indicator 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.” While this indicator focuses on what 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 how and to what extent 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>TECHNICAL DEFINITION</p>	<p>A climate responsive instrument or investment models 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"> a) Technologies or infrastructure investments (e.g., improvements to buildings, agricultural, coastal, hydro-meteorological, transport, water, drainage, ICT and energy systems); b) Data, analytical work, technical studies, and knowledge assets (e.g., climate scenarios, forecasts, vulnerability assessments, climate risk/impact analyses, maps, needs assessments and guidelines/manuals); c) Public awareness platforms (e.g., information dissemination platforms, weather information services, media campaigns, knowledge sharing events, stakeholder networks, websites and e-learning platforms); d) Financial instruments (e.g., micro/insurance, micro/finance, small grants and loan facilities); e) Public/community services (e.g., services providing water, sanitation, transport, flood protection, irrigation, early warning, social protection, education and health). <p>Climate responsive instruments/investment models are considered PPCR supported 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 developed if it has been designed from scratch, adapted or modified to meet the appropriate need.</p>
<p>METHODOLOGY</p>	<p>All projects/programs should monitor and report on this indicator.</p> <p>For each project/program, record your answers to the following questions in the attached scorecard:</p> <ol style="list-style-type: none"> 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) 2) For each instrument/investment model, answer the following questions: <ol style="list-style-type: none"> a) Has the instrument/investment model been developed and tested? b) Has it been implemented to the scale proposed? c) Has it appropriately incorporated the needs of both female and male users into its design and implementation? d) Has it incorporated the needs of vulnerable populations into its design and implementation? 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. <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>Measurement will be at the level of the project/program 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>DATA SOURCES AND DATA COLLECTION</p>	<p>When scoring 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 civil society and the PPCR stakeholder community. 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 self-assessment by the project/program team together with relevant stakeholders and reflective processes 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>RESPONSIBILITIES FOR MONITORING AND REPORTING</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 Work Plan for Monitoring and Reporting will clearly detail the specific responsibilities in each country, by name and/or position, and agency, including dates and deadlines.</p> <p>Project/program implementation units/teams are responsible for:</p> <ul style="list-style-type: none"> a) Identifying the improved PPCR supported tools/etc. and entering that data into column b of the project/program -level PPCR scorecard 3; 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; c) aggregating or negotiating, through discussion, a singular score for each of cell in the scorecard. The end product should be one scorecard that, by consensus, represents the responses all those collaborating to complete the card; d) submitting the scorecard 3 to the PPCR unit/team on a timely and annual basis: and e) keeping all documentation containing relevant project/program-level information (the evidence base) that has informed the reported results. <p>The PPCR country focal point is responsible for:</p> <ul style="list-style-type: none"> a) establishing criteria for scoring the each of the aspects of the scorecard in coordination with the PPCR unit/team; b) obtaining project/program level scorecards; c) compiling the data into one scorecard at the level of the country program (PPCR investment plan); d) coordinating the quality assurance process. See below; e) submitting the PPCR scorecard 3 to the CIF Administrative Unit on a timely and annual basis; and f) keeping all documentation containing relevant information (the evidence base) that has informed the reported results. <p>The PPCR unit/team (which the PPCR focal point may be a member of) is responsible for participating in the scoring process.</p> <p>The lead MDB is responsible for supporting the PPCR focal point. The MDB HQ focal points 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>QUALITY ASSURANCE</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

PPCR Core Indicator 3: Quality of and extent to which climate responsive instruments/investment models are developed and tested Data Collection Method: Scored at the project-level and compiled at the PPCR Investment plan level						
Sample Country PPCR Investment Plan Country Aggregate Report Reporting Period: From: April-1st To: March-31st (following year)						
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	
1						
<i>Briefly comment on each score</i>						
2						
<i>Briefly comment on each score</i>						
3						
<i>Briefly comment on each score</i>						
4						
<i>Briefly comment on each score</i>						
5						
<i>Briefly comment on each score</i>						
6						
<i>Briefly comment on each score</i>						
7						
<i>Briefly comment on each score</i>						
8						
<i>Briefly comment on each score</i>						
9						
<i>Briefly comment on each score</i>						
+						

Score each cell with a score between 0 and 10 where 0= No, 5 = Halfway and 10= Yes completely

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.	
+	

Table 3

It is suggested that you establish and agree criteria for each of the aspects of the scorecard before scoring. We recommend that you at least define the criteria for zero, five and ten. Below is an example of the format that could be used.

Criteria for PPCR Scorecard 3				
Quality of and extent to which the climate responsive instrument/ investment model is developed and tested	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?
Score 0 criteria				
Score 5 criteria				
Score 10 criteria				

<p>PPCR CORE INDICATOR 4</p>	<p>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.</p>
<p>RATIONALE / REASONS FOR MEASURING</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 complements core indicator 3 “Quality and extent to which climate responsive instruments/investment models are developed and tested.” While core indicator 3 focuses on what 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 how and to what extent 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>TECHNICAL DEFINITION</p>	<p>The target stakeholders, or users, are climate vulnerable households, communities, businesses, and/or public sector services. Here, social vulnerability 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), vulnerable to the impacts of climate variability and change in their baseline documentation and subsequent reporting.</p> <p>A target user has used 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 household is defined using the national census definition.</p> <p>A community is defined as the smallest administrative subset targeted by the PPCR investment plan.</p> <p>Businesses 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>Public sector services 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 climate responsive tool, instrument, strategy or activity 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"> a) Technologies or infrastructure investments (e.g., improvements to buildings, agricultural, coastal, hydro-meteorological, transport, water, drainage, ICT, and energy systems); b) Data, analytical work, technical studies, and knowledge assets (e.g., climate scenarios, forecasts, vulnerability assessments, climate risk/impact analyses, maps, needs assessments, guidelines/manuals); c) Public awareness platforms (e.g., information dissemination platforms, media campaigns, weather information, knowledge sharing events, stakeholder networks, websites, educational curricula, market prices and training); d) Financial instruments (e.g., micro/insurance, micro/finance, small grants, loan facilities); e) Public/community services (e.g., water and sanitation, transport, flood protection, irrigation, early warning, social protection, education, health) <p>A tool, instrument, strategy or activity is considered PPCR supported 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 developed if it has been designed from scratch, adapted or modified to meet the appropriate need.</p>
<p>METHODOLOGY</p>	<p>All projects/programs should monitor and report on this indicator. For each project/program, record your answers to the following questions in the attached report sheet:</p> <ul style="list-style-type: none"> 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) 2) For each tool/etc., answer the following questions: <ul style="list-style-type: none"> 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. b) How many of the targeted households, businesses, communities, and public sector services have used this during the report period? c) How have targeted households, businesses, communities, and public

	<p>sector services used the tool during the report period?</p> <p>Note: 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>Measurement 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>DATA SOURCES AND DATA COLLECTION</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>RESPONSIBILITIES FOR MONITORING AND REPORTING</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 Work Plan for Monitoring and Reporting will clearly detail the specific responsibilities in each country, by name and/or position, and agency, including dates and deadlines.</p> <p>Project/program implementation units/teams are responsible for:</p> <ol style="list-style-type: none"> 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; b) collecting the project/program-level data; c) submitting the Performance Monitoring Table 4 to the PPCR unit/team on a timely and annual basis: and d) keeping all documentation containing relevant project/program-level information (the evidence base) that has informed the reported results. <p>The PPCR unit/team (which the PPCR focal point may be a member of) is responsible for:</p> <ol style="list-style-type: none"> a) obtaining project/program-level data; b) compiling data at the level of the country program (PPCR investment plan); 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. <p>The PPCR country focal point is responsible for:</p> <ol style="list-style-type: none"> a) coordinating the quality assurance process, in collaboration with the lead MDB task teams. See below;

	<p>b) submitting both project/program-level and PPCR Tables 4 to the CIF Administrative Unit on a timely and annual basis; and</p> <p>c) keeping all documentation containing relevant information (the evidence base) that has informed the reported results.</p> <p>The lead MDB is responsible for supporting the PPCR focal point. The MDB HQ focal points 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>QUALITY ASSURANCE</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 the aggregated figures in PPCR table 4, 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 PPCR Investment Plan
Country Aggregate Report
Reporting Period: From: **April-1st** To: **March-31st (following year)**

Only complete for the categories targeted by the tool, instrument, strategy, or activity

Identify the improved PPCR supported tool, instrument, strategy, activity below. <small>These are the same as those identified in Scorecard 3</small>	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 this?	Number of Public Sector Service Entities		Write up to three sentences describing how public sector service entities use this?	
	Annual Actual	Expected Results*		Annual Actual	Expected Results*		Annual Actual	Expected Results*		Annual Actual	Expected Results*		
	a	b	c	d	e	f	g	h	i	j	k	l	m
1													
2													
3													
4													
5													
6													
7													
8													
9													
10													
+													

* Expected Results at SPCR completion date

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

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

PPCR CORE INDICATOR 5	Number of people supported by the PPCR to cope with the effects of climate change.
RATIONALE / REASONS FOR MEASURING	<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 estimates (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>
TECHNICAL DEFINITION	<p>People are considered supported by the PPCR 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 not be discounted where PPCR has only partly funded the intervention. Do not 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 supported by PPCR and only counted once, even if they are supported by several interventions. This only includes citizens and residents of the country.</p> <p>Relevant projects/programs 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>
METHODOLOGY	<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 relevant project/program 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>1) How many people have been supported in the last 12-month reporting period?</p> <p>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>2) How many of those supported are below the national poverty line?</p> <p>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>3) How many of those supported are female?</p> <p>The number of females supported will be reported in PPCR table 5, where possible, especially for projects/programs that target women/girls or projects/programs that have already conducted in-depth social analysis.</p>
<p>DATA SOURCES AND DATA COLLECTION</p>	<p>For monitoring all efforts should be made to use recent data sourced from national systems (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 specific surveys 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) or household (number of households). However, for reporting, data will be expressed as number of people. A standard multiplier for household size based on the most recent national census or nationally representative household survey should be used to convert number of households to number of people.</p> <p>Where social vulnerability baseline surveys and analyses have been conducted, monitoring will allow for disaggregation of the number of poor and/or female beneficiaries.</p> <p>Reporting on this indicator will be done at the level of the PPCR investment plan 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>RESPONSIBILITIES FOR MONITORING AND REPORTING</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 Work Plan for Monitoring and Reporting will clearly detail the specific responsibilities in each country, by name and/or position, and agency, including dates and deadlines.</p>

	<p>Project/program implementation units/teams are responsible for:</p> <ul style="list-style-type: none"> a) collecting project/program-level data; b) submitting the project/program-level PPCR Tables 5 to the PPCR unit/team on a timely and annual basis; and c) keeping all documentation containing relevant project/program -level information (the evidence base that has informed the reported results). <p>The PPCR unit/team (which the PPCR focal point may be a member of) is responsible for:</p> <ul style="list-style-type: none"> a) obtaining project/program’s PPCR tables; b) compiling data at the level of the PPCR investment plan c) ensuring that there is no double-counting in the PPCR investment plan - level data; and d) submitting both project/program-level and Investment plan e) -level PPCR tables 5 to the PPCR country focal point on a timely and annual basis. <p>The PPCR country focal point is responsible for:</p> <ul style="list-style-type: none"> a) coordinating the quality assurance process, in collaboration with the MDE task teams. See below; b) submitting PPCR Tables 5 to the CIF Administrative Unit on a timely and annual basis; and c) keeping all documentation containing relevant information (the evidence base) that has informed the reported results. <p>The lead MDB is responsible for supporting the PPCR focal point. The MDB HQ focal points 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>QUALITY ASSURANCE</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 the aggregated figures in the PPCR table 5, 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: mm/dd/yy

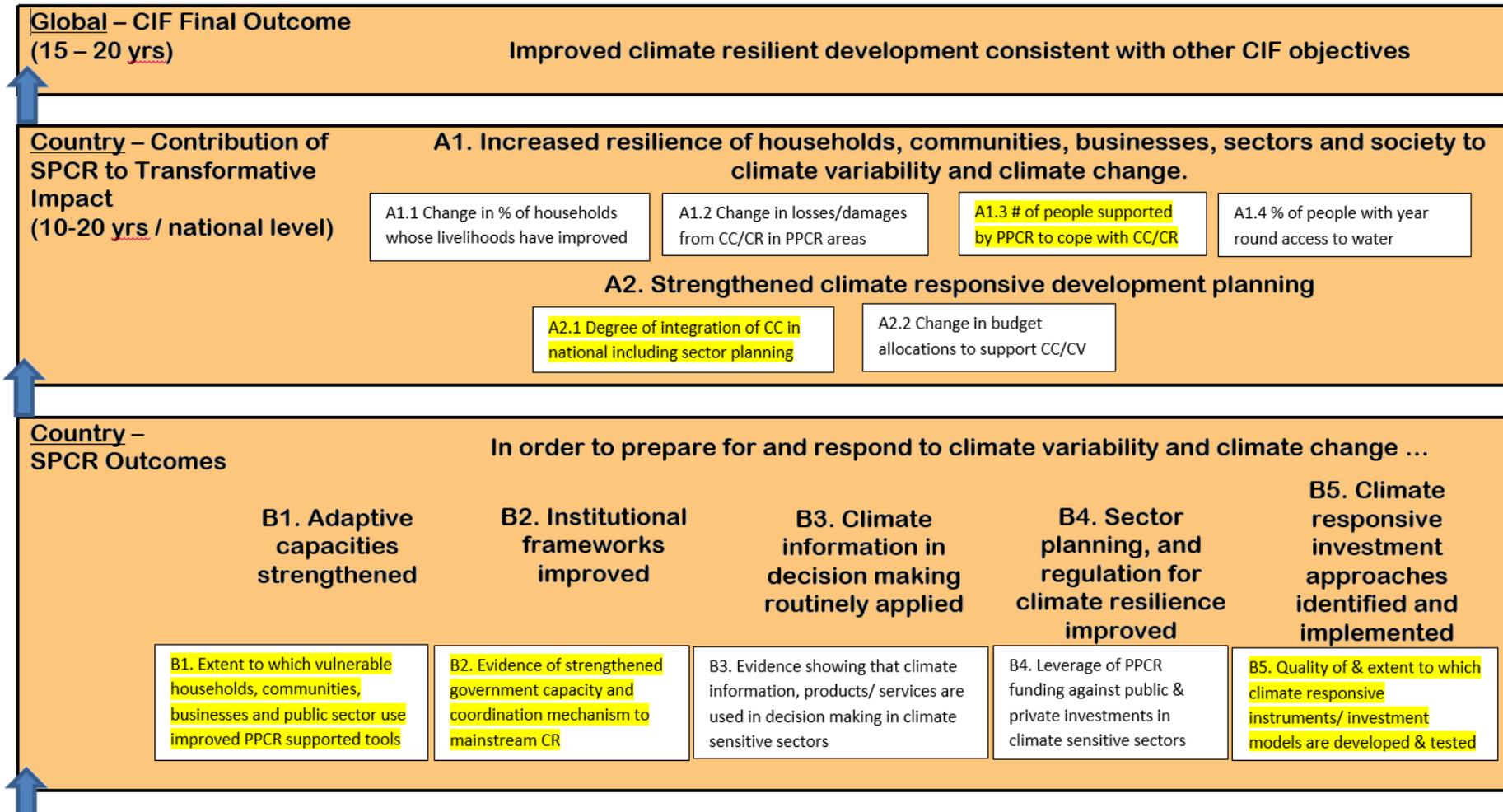
PPCR Core Indicator 5: Number of people supported by the PPCR to cope with the effects of climate change				
Data Collection Method: Data collected for each project and compiled at the PPCR Investment Plan level				
Sample Country PPCR Investment Plan				
Country Aggregate Report				
Reporting Period From: April-1st To: March-31st (following year)				
	Direct beneficiaries			
	Annual Actual	Annual Expected Result	Cumulative Actual	Expected Results*
a	b	c	d	e
Total number supported by the PPCR to cope with the effects of climate change				
Number of people below the national poverty line supported by the PPCR to cope with the effects of climate change				
Females supported by the PPCR to cope with the effects of climate change				

*Expected results at PPCR investment plan completion date

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.	
4.	
+	

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.