ANNUAL PROGRESS REPORT[1]
YEAR 2020

A. BASIC INFORMATION

Project ID / Output ID	00125762/00120035	**Reporting Date**:	**11/26/2020**
Full Title:	**DevLIVE+ for Local Planning and SDG Monitoring**		
Start Date:	**9/4/2020**	**Completion Date** (and approved extension, if any)**:**	**2/28/2021**
Total Project Fund (and fund revisions, if any)**:**	USD 55,618.29	**Annual Project Fund: AWP Budget (2020)**	USD 40,781.97
Implementing Partner:	**United Nations Development Programme (UNDP)**		
Donor/s:	**City Government of Vigan**		
Responsible Parties:			
Project Description	With a wide variety of innovative analytical software and other platforms available that make information easily acquired and managed, there are now ways on enhancing local planning and programming methods and practices. It's simply a matter of using these tools to make an evidence-based and data-driven decisions that would better address local issues and facilitate service delivery. Moreover, this will enable the decision makers to make cost-effective and smart decisions in timely manner. With the roll out of the DevLIVE+ in local government units, localized databases will be made available and competencies on data collection and management of data managers will be enhanced. This will ensure that administrative policies and decisions of the local chief executive for more inclusive development, poverty reduction, disaster risk reduction and crises prevention and management are guided by local evidence-based vulnerability and exposure data and information. This will further ensure that the most marginalized, vulnerable and at-risk people and groups benefit from inclusive and quality services and live in a supportive environment wherein their nutrition, food security, and health are ensured/protected.		
Target Group	Vigan City LGU and marginalized individuals		

B. INDICATIVE/EMERGING RESULTS OF THE PROJECT and LESSONS LEARNED

B.1 CPD Outcome alignment	1: The most marginalized, vulnerable, and at-risk people and groups benefit from inclusive and quality services and live in a supportive environment wherein their nutrition, food security, and health are ensured/protected.

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[1] UNDP CO Template for project Annual Progress Reporting; Updated: September 2018.
Deadlines: Draft APR due November 30th and Final APR due January 6th of the following year.

B.2 CPD Output indicator alignment *[Choose between 1-3 applicable indicators]*	*1.2.1 Number of UNDP-assisted NGAs and LGUs implementinbg reforms and innovations for delivery and monitoring of services, public finance management, or public procurement.* *1.2.2 Number of NGAs and LGUs using the UNDP-assisted electronic-governance system [IRRF 2.2.1.1]*

- *Provide quarterly updates (quantitative or qualitative) for each CPD output indicator selected (e.g. No. and name of LGUs for indicator 1.1.1).*
- *Describe key CPD output level results that were achieved as planned. Explain why output-level results were not achieved as planned*
- *Reflect on external factors that constrained performance*

[1000 characters max. per CPD output]

1.2.1 Number of UNDP-assisted NGAs and LGUs implementing reforms and innovations for delivery and monitoring of services, public finance management, or public procurement. The DevLIVE+ as a locally managed data platforms will enable the City Government of Vigan (LGU-Vigan) to keep track of their locally implemented programs for selected services. With data coming from the DevLIVE+, LGU-Vigan will now be able to map out households that don't have access to water, sanitary toilets, or electricity or which among their population will need assistance on education and health programs. This in effect will also guide LGU Vigan in developing cost efficient procurement given their actual conditions and needs.

1.2.2 Number of NGAs and LGUs using the UNDP-assisted electronic-governance system. The data managers and decision makers from LGU-Vigan will be trained on the use of DevLIVE+ platform which they could use for digital and evidence-based planning, programming and governance.

B.3 SP Output Alignment	*Indicate other applicable SP output indicators outside the CPD. See [[link](#)] for full list of indicators.*
	1.1.2 Marginalized groups, particularly the poor, women, people with disabilities and displaced are empowered to gain universal access to basic services and financial and non-financial assets to build productive capacities and benefit from sustainable livelihoods and jobs

B.4 Top three key results achieved in 2019

*Guidance: Use the following criteria for selection of key project outcome/output-level results i) results that directly contribute to CPD outputs; ii) results that contribute to gender equality; iii) results that contribute to capacity development or policy making; iv) result in which significant proportion of the annual budget is spent; and v)) any other result that is important for the project for that year. **In selecting key results, think about what your team is most proud of achieving during the year**. Disaggregated data (sex, age, social group, etc) must be used to the extent possible when reporting on beneficiaries. [1,500 characters max. per key result]*

Key Results:
1. *Increased capacity of the LGU to manage the field activities and data dashboard.* With the series of training workshops conducted, 10 personnel from LGU-Vigan office and 35 locally hired individuals were trained in managing the field data collection, in using the GPS devices for tagging the coordinates, in enumerating through the use of a data collection platform, and/or in managing the data dashboards for monitoring, validation and analysis. Upgrading these skill sets will enable LGU-Vigan not only to use of their data sets for planning and programming, but also to have a pool of resources that can be tapped for future updating of their local data.

2. *Significant number of the population to participate in the project.* Considering the imposition of lockdown due to Covid19, it came as a surprise to have 95% participation rate from the households. This is highly attributed to the good leadership of the City Mayor and his team in encouraging the communities with all the benefits of a locally managed database for a more responsive and targeted programs.

3. *End-vision of the LGU for data use.* It is worth mentioning the numerous plans of LGU-Vigan with DevLIVE+ for their city programs. They will be organizing mental health programs and peer tutoring to address data on children and youth not attending classes due to lack of personal interest. Also included in their future plans are the immunization program and supplemental feeding program considering the significant number of children below 4 years old, as well as programs targeted to their 3,013 elderlies. Lastly, they have included data from the DevLIVE+ as significant component of their Yellow Access Card ID which will be used by the citizens in availing the different local programs.

B.5 Lessons learned and ways forward

Guidance: Mention the key lessons learned from project implementation, and how these lessons will guide us in the future. Please mention any "best" practices which UNDP should be aware of. Please be specific. [2,000 characters max.]

1. *Data appreciation and openness to innovation is key for a more effective project implementation.* DevLIVE+ is a technology driven project which requires data appreciation and openness to innovation from its implementors. These qualities are possessed by the City Mayor and his department heads which makes the coordination meetings and trainings more efficient and effective. Assessment of future partners for these qualities should be part of the selection criteria.

2. *Cost-sharing increase buy-in and ownership in the process and the project.* This is the first roll out of the DevLIVE+ where project costs are all financed by an LGU. While UNDP provided the DevLIVE+ modules and system, LGU-Vigan partnered through a national acceleration modality for the procurement of equipment and training workshops. Remuneration of the field data collectors are even provided by LGU Vigan. This set-up has increased responsibility and ownership from the data managers as they made sure that investments are properly accounted.

3. *Hired core team to facilitate the deployment plan.* Based on past implementations of the DevLIVE+, LGUs will have to set-up their local Core Team (team leader, data validators and survey coordinator) from their office staff to ensure sustainability of the database. In the case of LGU-Vigan, they hired data validators and survey coordinator to complement the DevLIVE+ project work of their LGU-staff counterparts. This strategy was adopted considering the numerous office tasks of the LGU-staff data validators and survey coordinators. To ensure sustainability, the LGU-staff are still the focal that manages the data and reports progress and accomplishments to the Mayor.

C. **TECHNICAL ACCOMPLISHMENTS**
- *Evidence-based reporting – include relevant reports/publications and/or photo-documentation (description, date, location) as an annex.*
- *Quarterly financial performance is reported in the FACE Form. Please ensure consistency of technical accomplishments with the submitted Quarter FACE form and the AWP.*
- *Interim annual financial performance data is reported in the APR.*

EXPECTED OUTPUTS
Output 1.LGUs have access to ICT and inclusive digital solutions targeting most vulnerable segments of society including women and PWDs.

OUTPUT NARRATIVE

Guidance: Highlight results achieved from outputs below. If the result for output indictors are not met /achieved, please explain the probable reasons behind this result. [1,500 characters]

With support from the System Developers, the DevLIVE+ mobile application was enhanced based on the results of the data privacy impact assessment (DPIA) with the Core Team. The DPIA was conducted to inform the City Government of Vigan (LGU-Vigan) of the sensitivity of the data, significance of each indicator, possible risks for data breach and loss, and corresponding mitigating actions. The assessment resulted to revising some questions and adding a module on ancestral houses considering the city being a UNESCO heritage site.

With the Training Specialist onboard, 19 individuals are trained in the geotagging process using a GPS device, 42 in the enumeration surveys and 10 in the data navigation and processing. 10 LGU staff have participated in the workshop series. The procured equipment i.e. tablets and desktop computer for this project was used by the respective field staff in data collection and progress monitoring.

As of 07 December 2020, a total of 30,308 individuals (56% of the population) or 8,872 households have been recorded in the database.

Project Output Indicator/s[2]	Baseline		Annual Result[3]	Annual Target (Annual)	Cumulative Result (from Start Year) Start year: 2020	Cumulative Target for the year (from Start Year) Start year: 2020	End-of-Project Target End year: 2021
1.1 Number of digital platform developed and made available to the LGU	**2020**	0	1	1		1	1
1.2 Number of government officials trained on the use of the platform	**2020**	0	10	10		10	10
1.3 Percentage of the population covered by the data collection	**2020**	0	56%	50%		50%	80%

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[2] Please ensure consistency with ProDoc and AWP indicators.

[3] Use traffic light to indicate progress vis-à-vis annual output targets in AWP: Green (Completed), Yellow (Ongoing), Red (Delayed/Not started). Data provided can be qualitative or quantitative based on the nature of the output indicator [UNDP PHL CO Data Clean-up Guidelines].

Activity/Sub-Activity Description	Physical Performance			Financial Performance				REMARKS • *Explain if expenditure and budget deviation exceed 10%* • *Mention bottlenecks and plans to address them* • *Explain why activity indicator targets were not met*
	Activity Target[4]	Activity-level Accomplishment for the Year	Status of Activity[5]	Planned Budget	Donor and Budget Code	Expenditure *Expense + commitment + advances*	Delivery Rate *(cumulative expenditure/ planned budget) *100*	
1.1.1 Development of the DevLIVE+ platform	Updates on the data collection app and data dashboard	• Upgraded the DevLIVE+ data collection app and data dashboard	*Completed*	36,594.15	City Government of Vigan	36,594.20	100%	With the saving generated, these will be used in procurement of additional desktop computers/laptops and additional year of QlikSense software's subscription for data visualization. Trainings on data cleaning and community validation, which are contingent on the number of data collected, will take place January 2021.
1.2 Development of localized training modules for data collection and data visualization	Updates on the training manuals	• Training manuals for geotagging, enumeration surveys and data navigation were updated and provided to the training participants	*Completed*					
1.3 Procurement and deployment of ICT equipment and data analytics software	Procurement of 32 tablets, 1 desktop computer, 7 GPS devices and 15000 enumeration stickers	• 32 tablets, desktop computer and one-year Qlik Desktop subscription were procured and are currently used by the field personnel	*Ongoing*					
1.4 Conduct of workshops for data collection, data cleansing and validation and data management and visualization	Number of personnel trained on different training workshops	• 5 individuals were trained for the DPIA and deployment planning • 19 individuals were trained on geotagging process using GPS device • 42 individuals were trained on	*Ongoing*					

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[4] Specify units, e.g., number of trainings, number of participants, number of representations, etc.
[5] Use traffic light to indicate progress vis-à-vis timelines assigned for planned activities.

Activity/Sub-Activity Description	Activity Target[4]	Activity-level Accomplishment for the Year	Status of Activity[5]	Physical Performance				Financial Performance	REMARKS
				Planned Budget	Donor and Budget Code	Expenditure *Expense + commitment + advances*	Delivery Rate *(cumulative expenditure/ planned budget) *100*		*Explain if expenditure and budget deviation exceed 10%* *Mention bottlenecks and plans to address them* *Explain why activity indicator targets were not met*
		• enumeration surveys using the mobile data collection • 10 individuals were trained on data navigation and processing using QlikSense							
1.5 Data collection	Number of population covered by the survey	• 30,308 individuals (56% of the population) or 8,872 households have been recorded in the database	*Ongoing*						
1.6 Data cleaning and validation	Number of data validated Number of barangays that participated in the community validation	• 8,219 data points were validated	*Ongoing*						

EXPECTED OUTPUTS
Output 2. LGUs have increased awareness on the use of disaggregated data for development planning and SDG monitoring.

OUTPUT NARRATIVE
Guidance: Highlight results achieved from outputs below. If the result for output indictors are not met /achieved, please explain the probable reasons behind this result. [1,500 characters]
Aside from data mapping, orientation on data use for planning and SDG monitoring will happen next year. Some of the data sets provided by LGU-Vigan includes the list of commercial establishments, road networks, ancestral houses, and the city staff database. One or two of these local data will be integrated to the DevLIVE+ data dashboard which can be used by the LGU in generating more comprehensive analysis.

Project Output Indicator/s[6]	Baseline		QUARTER Result[7]	Annual Target (Annual)	Cumulative Result (from Start Year) Start year: 2020	Cumulative Target for the year (from Start Year) Start year: 2020	End-of-Project Target End year: 2020
2.1 Number of local government officials participated in orientations and trainings on evidenced-based planning and SDG monitoring	2020	0	0	0	0	10	10

	Physical Performance			Financial Performance				
Activity/Sub-Activity Description	**Activity Target[8]**	**Activity-level Accomplishment for the Year**	**Status of Activity[9]**	**Planned Budget**	**Donor and Budget Code**	**Expenditure** *Expense + commitment + advances*	**Delivery Rate** *(cumulative expenditure/ planned budget) *100*	**REMARKS** • *Explain if expenditure and budget deviation exceed 10%* • *Mention bottlenecks and plans to address them* • *Explain why activity indicator targets were not met*
2.1 Mapping of available datasets	List of available datasets	• Data on commercial establishments, road networks and heritage houses are provided. These are currently	*Ongoing*	Part of the cost of the consultant in Output1				

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[6] Please ensure consistency with ProDoc and AWP indicators.

[7] Use traffic light to indicate progress vis-à-vis annual output targets in AWP: Green (Completed), Yellow (Ongoing), Red (Delayed/Not started). Data provided can be qualitative or quantitative based on the nature of the output indicator [UNDP PHL CO Data Clean-up Guidelines].

[8] Specify units, e.g., number of trainings, number of participants, number of representations, etc.

[9] Use traffic light to indicate progress vis-à-vis timelines assigned for planned activities.

Activity/Sub-Activity Description	Physical Performance		Status of Activity[9]	Financial Performance				REMARKS
	Activity Target[8]	Activity-level Accomplishment for the Year		Planned Budget	Donor and Budget Code	Expenditure *Expense + commitment + advances*	Delivery Rate *(cumulative expenditure/ planned budget) *100*	• *Explain if expenditure and budget deviation exceed 10%* • *Mention bottlenecks and plans to address them* • *Explain why activity indicator targets were not met*
		assessed for integration to the data platform.	[yellow]					
2.2 Conduct of orientation on the use of the platform for development planning and programming	At least 10 LGU personnel attended the orientation activities		Not Started					This activity will happen in February 2021 since this will require data from survey enumeration.

Project Management Office.

OUTPUT NARRATIVE
Guidance: Highlight results achieved from outputs below. If the result for output indictors are not met /achieved, please explain the probable reasons behind this result. [1,500 characters]

Support of UNDP to project implementation, monitoring and quality assurance.

Activity/Sub-Activity Description	Physical Performance		Status of Activity[11]	Financial Performance				REMARKS
	Activity Target[10]	Activity-level Accomplishment for the QUARTER		Planned Budget	Donor and Budget Code	Expenditure *Expense + commitment + advances*	Delivery Rate *(cumulative expenditure/ planned budget) *100*	• *Explain if expenditure and budget deviation exceed 10%* • *Mention bottlenecks and plans to address them* • *Explain why activity indicator targets were not met*
DPC				3,000		3,000	100%	
GMS				1,187.82		1,187.82	100%	

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[10] Specify units, e.g., number of trainings, number of participants, number of representations, etc.
[11] Use traffic light to indicate progress vis-à-vis timelines assigned for planned activities.

D. PARTNERSHIPS

Name of Partner	Type	Description of partnership and how it has contributed to project results or sustainability
City Government of Vigan	Local Government Unit	Partner of UNDP in the data collection and data management.

E. INFORMATION, COMMUNICATION, EDUCATION, AND KNOWLEDGE MANAGEMENT

F. IEC/Knowledge Product Produced in 2020	Type	Date Published/Produced	Target audience	Link (if available)
None				

Was the project cited/quoted/featured in media reports/articles? *If yes, please provide link to article/video.*	Next Generation LGUs in Local Government Academy's Philippine Local Government Forum https://fb.watch/28o_Gvs-d9/ Kaunlaran at Pagbabago para sa Inyo of v81radio worldwide https://www.facebook.com/watch/live/?v=1285152665194705&ref=watch_permalink

F. ACTIONS TAKEN REGARDING AUDIT AND/OR SPOT CHECK FINDINGS

Describe actions taken to address the findings from the audit/spot check as applicable.

Audit/Spot Check Recommendation/s	Action Taken	Responsible Person	Implementation Date
N/A			*Click here to enter date.*
N/A			*Click here to enter date.*

G. RISK LOG UPDATE

- *Assess identified risks and record new risks that may affect project implementation.*
- *Include risks identified in the Project's Social and Environmental Screening, if any.*

No.	Description	Date Identified	Type	Status	Countermeasures/Management Response *(What actions have been taken/will be taken to counter this risk)*
1	Local government staff unwilling to work in data collection and field oversight	**9/7/2020**	Political	• Potential risk	• Conduct series of training activities and coaching and mentoring with the field staff and core team. • Foster good relationship between LGU and its core team throughout the implementation.
2	Imposition of lockdown, strict, inconsistent, and conflicting health protocols limiting mobility of data collectors to deploy due to pandemic	**9/7/2020**	Other	• Potential risk	• Develop implementation strategy with Core Team to facilitate the data collection while adhering to local protocols
3	Delays in procurement of the needed equipment due to restrictions	**9/7/2020**	Organizational	• Potential risk	• Procurement in advance of the implementation schedule

H. MONITORING & EVALUATION

Is the project's M&E Plan being adequately implemented? Are progress data against indicators in the project's RRF being reported regularly using credible data sources and collected according to the frequency stated in the M&E Plan?	☒ **Yes** ☐ **No**

Total Spent on Monitoring in Reporting Year ***Guidance:*** *Costs associated with UNDP/project staff, consultants, project partners, supporting national statistical systems in designing project specific data collection methodologies (qualitative and quantitative), monitoring methods including stakeholder surveys and other qualitative methods, collection of data, analysis and dissemination of the findings to inform a project, either with project partners or to fulfill specific UNDP/project requirements (preferably the former).*	*Enter amount*	**Total spent on Decentralized Evaluations in Reporting Year (Mid Term / Final)** ***Guidance:*** *Costs associated in designing, implementing and disseminating evaluations for specific projects*	*Enter amount*
Is the project's M&E Plan being adequately implemented? Are progress data against indicators in the project's RRF being reported regularly using credible data sources and collected according to the frequency stated in the M&E Plan?			☒ **Yes** ☐ **No**

I. QUALITY OF RESULTS

Please answer when applicable to the project of concern.

Sustainability: *Do the benefits of the achieved results have potential to last? What does the project plan to do to ensure sustainability?*	Yes, the benefits of the achieved results have potential to last. With the commitment and plans of the local chief executive and his staff on data and innovation, there is a great potential for the database be sustained. The training workshops were conducted and well participated. Training manuals were provided in both printed and soft copies for their references. To increase sustainability and project impact, UNDP can tap the city LGU for other future innovation projects that will use data and DevLIVE+ platform.
National Capacity: *Did the project help strengthen national institutions?*	No, however the project contributed in upgrading the skills and competencies of the local government partner in terms of data collection, navigation and use.
Civic Engagement: *Please select the type of civic engagement promoted* *[Select all applicable]*	☐ Civic engagement in policy and legislative processes ☐ Civic engagement to promote accountability of state institutions ☐ Civic engagement for service delivery ☐ Civic engagement for advocacy and/or to raise awareness and promote social norm/behaviour change
Youth Opportunities: *How did the project support youth in contributing to sustainable human development and peace?* *[Select all applicable]*	☐ Supported youth civic engagement and political participation ☐ Supported youth economic empowerment ☐ Supported youth as agents for community resilience and peacebuilding ☐ Supported the involvement of young people as partners in SDG implementation, monitoring and accountability

J. INNOVATION

Were innovation initiatives implemented in the project?

What innovative methods were applied or tested?	☐ Alternative Finance (including Social Impact Investment/Pay for Success) ☐ Behavioural Insights ☐ Blockchain ☐ Challenge Prizes ☐ Crowdsourcing ☐ Crowdfunding ☐ Foresight ☐ Games for Social Good ☐ Hackathon	☐ Innovation Camp ☐ Innovation Lab ☐ Micronarratives ☐ Mobile-Based Feedback Mechanism ☐ Positive Deviance ☐ New and Emerging Data (including Big Data) ☐ Randomized Controlled-Trial/Parallel Testing ☐ Real-Time Monitoring ☐ Remote Sensing/Unmanned Aerial Vehicles (UAVs)

	☐ Human-Centered Design	☒ Other <u>Near-real time monitoring of the community's characteristics and profile</u>

K. MAINSTREAMING GENDER EQUALITY

Incorporation of gender perspectives in various outputs and activities by giving emphasis on gender-sensitive concerns especially in leadership roles, decision-making processes, capacity-building and protection of women, including the children and elderly

UNDP Gender Marker [link]	GEN1

1. Classification of Gender responsiveness[12]

Classification of gender-responsiveness: **Project Implementation, Management, Monitoring and Evaluation (PIMME)** *A*	**A:** Project is **gender-responsive** (15.0-20.0)
	B: Project is **gender-sensitive** (8.0-14.9)
	C: Project has **promising** GAD prospects (4.0-7.9)
	D: Gender and development (GAD) is **invisible** in the proposed project (0-3.9)

2. Qualitative description

- **In Governance Mechanisms** *Guidance: participation in project board, including representation of PCW, TWGs, experts' group and other governance mechanisms set up by the project, e.g. national multi-sectoral committees)* The project ensures engagement of both women and men in the project's governance mechanisms such as in stakeholder consultation, policy development, monitoring of activities, hiring of staff, decision-making, and in any activities relating to project implementation and management across all levels. The project will also ensure that potential gender concerns encountered during the project activities will be addressed appropriately.
- **In Capacity Building and Policy, Planning and Programming** Trainings/capacity development activities, policy-making, programming, and other project interventions will cater to different needs and capacities of all women and men beneficiaries. Trainings will also provide flexibility depending on different constraints of participants from vulnerable communities.
- **Women's Empowerment Key Results** *Guidance: Describe results achieved by the project in promoting gender equality and women's empowerment. Please highlight gender results achieved which have brought about changes in men's and women's lives, gender relations, gender roles and division of labor, status of inequality and exclusion of specific groups, etc.. Please provide*

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[12] Scoring based on Box 16 and 17 of the Harmonized Gender and Development Guidelines on Project Development, Implementation, Monitoring, and Evaluation, 2nd ed. (download here).

> *quantitative data wherever possible. Include qualitative case studies and success stories to illustrate the most significant changes brought about by your project's contributions.*
>
> Quantitative data describing project results will be available after activities are undertaken. Though may not directly take place within the project life, the City Government of Vigan have considered gender related programs in their future programming, considering that they have now disaggregated data. This programs i.e. their livelihood project, are targeted toward certain individuals/groups that would promote gender equality and women's empowerment.

3. **Gender issues**

No	Gender issues identified	How the project is addressing identified gender issues
	None	

4. **Disaggregation of data of Beneficiaries/Participants of Activities conducted under the Project**

Project Activities	Number of beneficiaries/participants	Gender disaggregation	Remarks (if any)
Training on geotagging	19	6-Female, 14-Male	
Training on survey enumeration	42	16-Female, 26-Male	
Training on data navigation and dashboard development	10	3 Female, 7 Male	

Prepared by: _John Mark Marcos_____ Signature: _____ Date: __11 December 2020_____
  Project Manager

Noted by: _Maria Luisa Isabel Jolongbayan_____ Signature: _____ Date: 10-Dec-2020 _____
  Team Leader, Institutions and Partnerships