Attachment A

A. BASIC INFORMATION

Project ID / Output ID	00103908 / 00105719		Reporting Date:	7/10/2018
Full Title:	**STRATEGIC M&E PROJECT:** **Using Strategic Monitoring and Evaluation to Accelerate the Implementation of the Philippine Development Plan 2017-2022**			
Start Date	**12/8/2017**	**Completion date, approved extension** (if any)		**12/31/2018**
Total Project Fund: (and fund revisions, if any)	PHP 190,000,000.00 US$ 3,806,166.00	**AWP Budget (2018 Approved)**		PHP 190,000,000.00* US$ 3,806,166.00
Implementing Partner:	**National Economic and Development Authority with Full UNDP Country Office Support**			
Donor/s	**Government of the Philippines**			
Responsible Partner/s:	**National Economic and Development Authority and UNDP**			

B. INDICATIVE/EMERGING RESULTS OF THE PROJECT

Following directives from the 19 March 2018 project board meeting and subsequent directives from Usec. Rolando G. Tungpalan, the project refined its results framework and work program to a) give more visibility to NEDA's efforts to strengthen M&E in the government while balancing such visibility with credibility through the substance of the project; and b) accelerate the delivery of evaluation studies, ensuring that all eight (8) studies are contracted and three (3) are completed in 2018. The new work plan has been approved during 3 July 2018 project board meeting.

Although the project could be moving faster than at present, key breakthroughs have so far been achieved. First, the development of the first model study—evaluation of the Anti-Red Tape Act (ARTA)—deeply involved the NEDA sector staff (Governance) and implementing agency (Civil Service Commission). Second, while the seeming dearth of qualified and available talent has been a hurdle to the first few tenders, the project has nevertheless already drummed up interest among the community of practice. Third, the project's approach to commissioning evaluations has triggered conversations within NEDA and with UNDP and other stakeholders (such as the DBM) on roles and capacities.

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. Management of the NEDA M&E Fund – Commissioning of Evaluation Studies

Project Output Indicator/s of Output No.1	Baseline		Quarter Milestone[2]	Annual Target
1.1 Percent of planned evaluation studies (national & regional) commissioned & completed* to assess the performance of selected development plans, programs, policies & projects [Modified] *Assumes final draft report pending consideration of management response*	2016	0%	Commissioned: 0% Completed: 0%	Commissioned: 100% (8 of 8) Completed: 38% (3 of 8)
1.2 Extent to which a pipeline of evaluation studies aligned to the PDP are developed and approved by the M&E Fund Steering Committee [Originally 1.3 in Project Document]	2016	Pipeline not yet developed	Pipeline developed & approved, for updating	Pipeline developed & approved
1.3 Number of evaluation studies which have accompanying information, education, and communication actions [New]	2016	0	0	3
1.4 Extent to which a roster of potential evaluators is developed [New]	2016	None	None	Roster developed

Activity/Sub-activity Description	Activity/Sub-activity Deliverables	Physical Performance		REMARKS Challenges / Bottlenecks and plans to address them / Lessons Learned
		Status of Activity[3]	Status Update/ Accomplishment for the Quarter	
1.1 [New] Technical services, procurement, and coordination for the Evaluation Studies	Evaluation Consultants for development of evaluation design and terms of Reference (TOR) Advertisement of Expression of Interest Supplier briefings and evaluation reference group meetings, etc.	Ongoing	To fast track the pipeline development and contracting process, three (3) evaluation consultant positions were opened but two (2) have so far been hired due to lack of candidates with strong background in quantitative methods. EOI has been drafted and submitted to Procurement but not yet issued.	Need to further scope out the market for quantitative methods specialists and suit terms of reference to attract them as there seems to be high demand but low supply. Ahead of the "formal" EOI process, the project team will call for a partners' meeting with academic and research institutions. Active search of talents and promotion of openings on LinkedIn is also being employed.
1.2 Communication and dissemination of evaluation studies.	AVPs, infographs, and other communication activities	Ongoing	The three (3) studies targeted for completion this year will have accompanying	As agreed during the March 19 and July 3 project board meetings, each study will have

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

Activity/Sub-activity Description	Activity/Sub-activity Deliverables	Physical Performance		REMARKS Challenges / Bottlenecks and plans to address them / Lessons Learned
		Status of Activity[3]	Status Update/ Accomplishment for the Quarter	
		(Yellow)	communication strategies, although UNDP may still support NEDA with communicating its commissioned evaluation studies.	a communications strategy that must be vetted with NEDA prior to implementation.
1.3 Evaluation studies conducted to assess the performance of selected development plans, programs, policies, and projects*	8 thematic evaluation studies contracted in 2018, of which 3 have been completed by year-end	Delayed	*Please see attached for the status of all eight (8) studies.* Overall, TORs have been developed behind schedule due to difficulty in scheduling meetings with implementing agencies and evaluation reference groups. First study on Anti-Red Tape Act (ARTA) was supposed to have been awarded by end-June but was delayed to mid-July.	To fast-track contracting, UNDP will lean towards a) procurement of teams of individuals and b) grant arrangements with academic and research institutions, unless the hiring of a consulting firm is warranted.

EXPECTED OUTPUTS
Output 2. Evaluation Capacity Assessment and Learning

Project Output Indicator/s of Output No.2		Baseline	Quarter Milestone[4]	Annual Target
2.1 Evaluation capacity assessment report produced for 10 pilot agencies, including NEDA central and regional offices and an agreed set of national government agencies, and presented to the M&E Fund Steering Committee	2016	Evaluation capacity assessment report not yet produced	Clearer metrics for capacity & competency being defined	Assessment conducted and presented to SC
2.2 Percent of planned Evaluation Capacity Development activities carried out to further develop the evaluation capacity of NEDA and other government agencies [modified]	2016	0%	0%	CapDev Plan Produced
2.3 Percent of training participants from NEDA and the M&E units of select agencies who have been able to apply their new knowledge to their work [new]	2016	0%	0%	0%
2.4 Extent to which the NEDA is capable of setting policy, planning, managing, and assuring the quality of evaluations vis-à-vis other oversight agencies [new]	2016	*Baseline to be set after assessment*	*Baseline not yet set*	Assessment conducted
2.5 Extent to which a competency framework and a certification program on evaluation is developed and implemented in NEDA and the M&E units of select agencies. [new]	2016	NEPF competencies not yet fleshed out	International practices being researched	Developed and presented to SC

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Activity/Sub-activity Description	Activity/Sub-activity Deliverables	Physical Performance		REMARKS Challenges / Bottlenecks and plans to address them / Lessons Learned
		Status of Activity[5]	Status Update/ Accomplishment for the Quarter	
2.1 Evaluation capacity assessment for NEDA Central and Regional Offices and national government agencies (NGAs)	Capacity assessment report with Capacity Development plan	Ongoing	In line with directives from Usec Tungpalan, the project team has begun conceptualizing the design of the CapDev assessment and plan following available frameworks from UNEG and UNDP.	The UNDP assessment will initially zero-in on the capacity of NEDA central office and regional office, and eventually expand to 9 other agencies building on the ongoing UNICEF-UNDP capacity assessment. The capacity development consultant for the purpose is being scoped out at present.
2.2 Learning activities to develop national evaluation capacity in NEDA and NGAs	Roll-out of NEPF guidelines and training and certification course	Ongoing	Learning activities in 2018 will largely revolve around the NEPF Guidelines. Moreover, an Evaluations 101 and 201 will be developed for NEDA staff (generalists and evaluation managers) respectively.	An institutional arrangement will be pursued with UP and with a potential twinning arrangement with a university abroad.
2.3 Development of web-based training and certification modules	Online course modules on evaluation	Not started	*See remarks above.*	*See remarks above.*

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

EXPECTED OUTPUTS

Output 3. Advisory Services for the National Evaluation Policy Framework – Evaluation Guidelines, Portal Development, and Stakeholder Outreach

Project Output Indicator/s of Output No.3	Baseline		Quarter Milestone[6]	Annual Target
3.1 Extent to which the evaluability criteria is developed for the NEPF and approved by the M&E Fund Steering Committee	2016	Evaluability criteria not yet produced	Ongoing drafting	Developed and approved
3.2 Extent to which a proposed National Evaluation Agenda for 2018-2022 is developed and approved by the M&E Fund Steering Committee	2016	Agenda not yet produced	Ongoing drafting	Developed and approved
3.3 Extent to which draft institutional and operational guidelines for the NEPF are developed and approved by the M&E Fund Steering Committee, including sector-specific evaluation questions, evaluation terms of reference checklist, and other resources [Modified to include indicator 1.4 of Project Document (ProDoc)]	2016	Guidelines not yet produced	Ongoing drafting	Developed, approved, and launched
3.4 Extent to which a pilot online knowledge sharing platform for government agency evaluations is developed, including a management dashboard to track and monitor progress on all evaluations	2016	Online platform not yet developed	Design ongoing	Online knowledge platform designed & beta-developed
3.5 No. of M&E Summits organized by the project [Originally 1.2 in ProDoc]	2016	1	Planning ongoing	1
3.6 Percent of other planned outreach activities are carried out to expand the M&E Network and reach more evaluation stakeholders [New]	2016	None	Mapping of stakeholders ongoing	50%

Activity/Sub-activity Description	Activity/Sub-activity Deliverables	Physical Performance		REMARKS Challenges / Bottlenecks and plans to address them / Lessons Learned
		Status of Activity[7]	Status Update/ Accomplishment for the Quarter	
3.1, [Modified] Development of proposed National Evaluation Agenda for 2018-2022, including pipeline of evaluation studies aligned to the PDP	National Evaluation Agenda 2018-2022	Ongoing	The development of this Agenda began with the identification of a pipeline of evaluation studies under the M&E Fund. Parameters for Agenda formulation and study pipelining are being included in the NEPF guidelines	To build a robust pipeline of studies, NEDA and UNDP will continue reviewing PDP, RM's, SER, and Budget Priorities Framework as well as consultations with sector staff to identify a new pipeline by September 2018.
3.2 [Modified to include Activity 1.1 of ProDoc] Development of institutional and operational guidelines for the NEPF and M&E Fund	NEPF Guidelines & Tools: - Evaluation plan - Evaluability criteria - Sector-specific questions - TOR template/guidance - Evaluation report outline - Quality assurance	Ongoing	A draft set of guidelines ("mother document") has been drafted by UNDP. Tools that can be considered part of the guidelines—Evaluation Plan, TOR Guidance, Quality Assurance Tool—are currently being completed.	The package will be completed by July for consultation within NEDA and with DBM until September. The guidelines must be approved in time for the M&E Summit

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

Activity/Sub-activity Description	Activity/Sub-activity Deliverables	Physical Performance		REMARKS Challenges / Bottlenecks and plans to address them / Lessons Learned
		Status of Activity[7]	Status Update/ Accomplishment for the Quarter	
3.4. Workshops and meetings for the National Evaluation Policy Framework	Workshops or meetings on the NEPF	Ongoing	A consultative meeting was conducted with NROs in late May 2018	Seeing the need to facilitate discussions within NEDA and with DBM on roles in evaluation, the NEPF
3.3 [Revised] Development of online knowledge sharing platform for NEDA evaluations	User Interface Design KM/ Database Structure Technical Specifications Portal Development Firm	Ongoing	Consistent with the project board directive to create greater visibility, the project team decided to scale up the work on the knowledge portal: from a mere user interface design to the development of a working portal within the year.	A foreseen challenge is the fragmentation of ICT systems on project management even within NEDA.
3.4 [Revised] Technical & coordination support to revitalizing the M&E Network as a vehicle for engagement with stakeholders and as a community of practice on National Evaluation Policy	Community of Practice (COP) Coordinator, Communication & Digital Marketing Consultant, Forum Documenters, Knowledge Product Editors/ Designers, Other ICs as needed Engagement Activities Promotion and Communication of the M&E Network	Ongoing	Although the required consultants have not yet been hired, the project has started to create the CO online though LinkedIn https://www.linkedin.com/groups/10390037	The revised results framework and annual work plan of the project gives greater emphasis to stakeholder engagement as a component of the project.
3.5. Conduct of 2018 M&E Summit	M&E summit documentation Travel of Regional Participants	Ongoing	Initial conceptualization has commenced but full-steam preparations are expected to start in July/August once a COP coordinator is hired. The Summit is scheduled for November 12-13	

EXPECTED OUTPUTS
Output 4. Project Management

Project Output Indicator/s of Output No.4	Baseline		Quarter Milestone[8]	Annual Target
4.1 Extent to which a functional project management team is established	2016	PMT not yet established	Largely – all PMT members engaged	Largely – all PMT members engaged
4.2 Percentage of required progress, financial, and monitoring reports are completed and delivered in a timely manner	2016	N.A.	Q2 QPR Submitted	100%

Activity/Sub-activity Description	Activity/Sub-activity Deliverables	Physical Performance		REMARKS Challenges / Bottlenecks and plans to address them / Lessons Learned
		Status of Activity[9]	Status Update/ Accomplishment for the Quarter	
4.1 UNDP advisory services to NEDA	Senior Advisor M&E Analyst	Ongoing		
4.2 & 4.3 Project management team	Project Coordinator Procurement Associate Finance & Admin Asst [NEW] Project Assistant	Ongoing	Project coordinator has been hired The Procurement and Finance/Admin Assistants have been hired as IC.	The Procurement Associate and Finance and Administration Assistants will be re-hired as SC along with the recruitment of a additional Project Assistant.
4.4 & 4.5 Direct Project Costing for overall guidance, procurement support, and oversight services	Programme Specialist Programme Associate Finance Associate HR Associate	Ongoing	Charging of some of these staff has been initiated.	
4.6 & 4.7 Communication, equipment, supplies, & miscellaneous expenses	Communication Laptop Computers Supplies & Miscellaneous	Ongoing		
4.8 Audit exercise	Audit report	Not Started		
4.9 Meetings with M&E fund steering committee and NEPF evaluation board	Annual Work Plans Progress Reports	Ongoing	An M&E Fund SC Meeting was held on 3 July 2018, where the revised work plan was discussed and finally approved.	The next meeting is expected in early September or October.

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

D. PARTNERSHIPS FORGED

Name of partner	Type	Description of partnership and how it has contributed to project results or sustainability
None Yet		

E. IEC AND KNOWLEDGE MANAGEMENT

IEC/Knowledge Product	Type	Date published/ produced	Target audience	Link (If available)
Draft NEPF Guidelines	*Select type.*	*Click here to enter date.*		
	Select type.	*Click here to enter date.*		

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.*
			Click here to enter date.

G. RISK LOG UPDATE

No.	Description	Date Identified	Type	Status	Countermeasures / Management response
1	*[Identified in Project Document, refined]* Due to the high number of studies to be conducted simultaneously, the project may encounter a shortage in the number of available evaluators, causing procurement delays or even failure.	12/8/2017	Strategic	High-level (P = 3, I = 5) risk being actively mitigated	The project will i) establish connections with a network of academic and other research institutions that can provide evaluation services, towards establishing a pool of evaluators; ii) enhance their capacity to bid for government-commissioned evaluation studies; iii) issue guidance that would allow them to understand guiding principles and processes for evaluation in government.
2	Procurement may suffer from the lack of available or interested bidders. Apart from the possibility of a thin supply market, bidders might be disinterested due to unclear specifications and costing.	3/12/2018	Strategic	High-level (P = 3, I = 5) risk being actively mitigated	In addition to the above, much attention will be given to developing quality and procurement-ready terms of reference (TORs) and to conducting market research, in consultation with relevant stakeholders.
3	*[Identified in Project Document, modified]* The budget for evaluation studies may be over/ underutilized due to an increase/ decrease in the targeted number of evaluation studies.	12/8/2017	Financial	Medium-level (P = 3, I = 4) risk being actively mitigated	To manage expectations, the number of thematic evaluation studies to be conducted has been set to 8. In case there are savings, additional evaluation studies or capacity development activities can be supported. As part of its outputs, the project will help establish an evaluation agenda for 2017-2022 for a pipeline of possible evaluation studies to be conducted.
4	Similarly, the budget set for the evaluation studies may be significantly lower than market rates and the actual contract cost.	3/12/2018	Financial	Medium-level (P = 3, I = 4) risk being actively mitigated	The project will provide much attention to market research, TOR development, and consultations to determine competitive yet economical costs. Procurement will also be phased (batches of 2-3 studies tendered at a time) to determine actual running costs. This will enable the project to adjust the cost and TOR of the forthcoming batches, or to adjust the number of studies if necessary.
5	The outputs of the evaluators (contractors) may be delayed or be of poor quality due to exogenous (e.g., lack of robust data, uncooperative agencies or other informants) and endogenous (e.g. delays due to the contractor's fault) factors	3/12/2018	Operational	High-level (P = 4, I = 5) risk to be actively mitigated	The strategy to give much attention to TOR development, including a rigorous assessment of evaluability and availability of data, intends to curb delays and ensure quality assurance at the point of design. Meanwhile, the project will enforce contract remedies (e.g., liquidated damages) if contractors are proven to be delayed due to their fault.
6	The review of the evaluation outputs by government and UNDP, including the subject-agencies' management responses, may be delayed, delaying	3/12/2018	Operational	Medium-level (P = 4, I = 3) risk to be actively mitigated	Sufficient time will be provided for the review of outputs and management response. This will be built into the evaluators' timetable as part of the TOR. Protocols will be established, through the M&E Fund

No.	Description	Date Identified	Type	Status	Countermeasures / Management response
	the whole project and creating unnecessary costs for the project and its contractors.				Steering Committee, for the waiver of review if the same is delayed for a certain period of time.
7	*[Identified in Project Document, refined]* Implementing agencies may resist the conduct of evaluations due to the possibility that findings may confirm the negative results of programmes and projects, which in turn may lead to poor quality evaluations or no evaluations at all. Moreover, if evaluations publish negative results there might be difficulty in acquiring the buy in of other stakeholders.	12/8/2017	Political	Medium-level (P = 3, I = 3) risk being actively mitigated	The project will use its capacity development activities to serve as a platform to emphasize that evaluations are not for fault finding but rather for improving the impact, conduct, and management of programmes and projects. Moreover, each evaluation project will have a built-in communication and stakeholder engagement strategy to not only address resistance but also promote the results and help achieve the studies' purposes.
8	Similarly, other government agencies may not cooperate with the evaluation readiness assessment due to a host of factors: from the lack of time/inability to make key persons available, to lack of interest or resistance to policy.	12/8/2017	Political	Medium-level (P = 3, I = 3) risk being actively mitigated	The project will communicate that the assessment is not a "name and shame" exercise but one which should support capacity development on evaluations and, ultimately, improved service delivery. Non-government stakeholders will also be tapped to help advocate for the project.