

Annex 11 Monitoring and Evaluation Plan

Monitoring				
Data/Source	Collection Tool	Frequency	Indicator	Indicative Budget
Initial Situation Overview	Survey/questionnaire	Mobilized within 24 hours of an event (report)	A1.1. Change in expected losses of lives and economic assets (US\$) due to the impact of extreme climate-related disasters	Monitoring of this indicator will be done by the M&E Officer and the cost will be covered by the M&E Officer's salary (USD35,000 annually). The monitoring will also be supported by AE staff.
Initial Damage Human Needs Assessment	Survey/questionnaire	Mobilized within 7 days of an event		
	Field observation visits			
Detail Sector Damage Assessment	Survey/questionnaire	Mobilized after 14 days of an event		
	Key informant interviews			
	Field observation visits			
Recovery Needs Assessment/Post Disaster Needs Assessment	Survey/questionnaire	Mobilized after 21 days of an event		
	Field observation visits			
Site Assessment and Cost Assessment Sheets	Survey/questionnaire	Continuous		
Mapping of affected area using GIS	GIS data	Post disaster		
Building Maintenance Records	Field observation visits	Quarterly		
Building resilience scorecard	Survey/questionnaire	Pre and post intervention	A3.1 Number and value of physical assets made more resilient to climate variability and change, considering human benefits	Monitoring of this indicator will be done by the M&E Officer and the cost will be covered by the M&E Officer's salary (USD35,000 annually). The monitoring will also be supported by AE staff.
Government building upgrade reports/construction logs	Document review	Updated continuously		
Government asset registers	Government data/records	Updated continuously		
Site surveys	Field observation visits	Quarterly		
DCA Applications	Survey/questionnaire	Pre and post intervention	A5.1 Institutional and regulatory systems that improve incentives for climate resilience and their effective implementation	Monitoring of this indicator will be done by the M&E Officer and the cost will be covered by the M&E Officer's salary (USD35,000 annually). The monitoring will also be supported by AE staff.
Antigua and Barbuda Investment Authority (ABIA) Construct Antigua and Barbuda Initiative report	Document review	Continuous		

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Customs Report	Document review	Continuous	A6.1 Use of climate information products/services in decision-making in climate sensitive sectors	Monitoring of this indicator will be done by the M&E Officer and the cost will be covered by the M&E Officer's salary (USD35,000 annually). The monitoring will also be supported by AE staff.
Building Code Review Committee Reports	Document review	Continuous		
Climate information services (CIS) uptake scorecard for the application of the updated building codes	Survey/questionnaire	Pre and post intervention		
Standard operating procedures and protocols for early warning	Other (please specify)	Year 2		
National Emergency Centre reports	Document review	Following an extreme weather event	A7.2 Number of males and females reached by [or total geographic coverage of] climate-related early warning systems and other risk reduction measures established/strengthened	Monitoring of this indicator will be done by the M&E Officer and the cost will be covered by the M&E Officer's salary (USD35,000 annually). The monitoring will also be supported by AE staff.
Structural assessments of critical public service and community buildings	Field observation visits	6 months		
Visitor Logs	Government data/records	6 months		
Maintenance reports and records by Public Works	Field observation visits	6 months		
Records of the number of people serviced by these buildings (Census records, public works records)	Government data/records	Continuous		
Annual project reports	Document review	Annually	Number of priority buildings that can reopen within 2 days after a category 4 or 5 hurricane and be fully functional to serve vulnerable persons	Monitoring of this indicator will be done by the M&E Officer and the cost will be covered by the M&E Officer's salary (USD35,000 annually). The monitoring will also be supported by AE staff.
Catalogue of surveys/ assessments from the climate-proofed buildings	Document review	Reviewed every 6 months		
Commissioning reports and technical reports	Field observation visits	After every installation		
Results of drills conducted by NODs as part of national hurricane readiness exercises	Field observation visits	Every 6 months	Change in gallons of water stored at 54 priority buildings to enable continuous water supply when centralised utilities are disrupted by a storm	Monitoring of this indicator will be done by the M&E Officer and the cost will be covered by the M&E Officer's salary (USD35,000 annually). The monitoring will also be supported by AE staff.
Design and QS reports	Document review	Ongoing		
Contracts with contractors	Government data/records	Ongoing		
Commissioning reports	Document review	After every installation		
Catalogue of surveys/ assessments from the climate-proofed buildings	Document review	Reviewed every six months		

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Commissioning reports for climate-proofing of on-site data servers	Document review	After every installation	Change in recovery time for critical data linked to priority services such as healthcare, safety and security	Monitoring of this indicator will be done by the M&E Officer and the cost will be covered by the M&E Officer's salary (USD35,000 annually). The monitoring will also be supported by AE staff.
System logs for servers secured within the climate-resilient bunker	Document review	Reviewed pre and post event		
DCA reports	Document review	Quarterly & Annually	Change in the % of applications to the DCA for buildings that can meet category 4 & 5 standards	Monitoring of this indicator will be done by the M&E Officer and the cost will be covered by the M&E Officer's salary (USD35,000 annually). The monitoring will also be supported by AE staff.
Reports generated by consultants	Document review	Quarterly & Annually		
Consultation and workshop reports	Document review	Post event		
Training certificates	Key informant interviews	Post training	Change in the level of awareness and understanding of updated building codes for government officials in MoW and DCA as well as building inspectors, engineers, architects and draughtsmen	Monitoring of this indicator will be done by the M&E Officer and the cost will be covered by the M&E Officer's salary (USD35,000 annually). The monitoring will also be supported by AE staff.
Awareness Surveys	Key informant interviews	Following training		
SIRF Fund Evaluation Reports	Document review	Annually	% reduction of incremental cost for climate interventions as a result of lessons learnt and interventions implemented	Monitoring of this indicator will be done by the M&E Officer and the cost will be covered by the M&E Officer's salary (USD35,000 annually). The monitoring will also be supported by AE staff.
Drill Reports	Document review	Quarterly/post event	Change in response times of critical service providers and NODS to alerts and warnings received	Monitoring of this indicator will be done by the M&E Officer and the cost will be covered by the M&E Officer's salary (USD35,000 annually). The monitoring will also be supported by AE staff.
Rate of response	Key informant interviews	Post event		
ABMS Bulletins	Key informant interviews	Post event	% of early response protocols actioned through the formal communication protocols	Monitoring of this indicator will be done by the M&E Officer and the cost will be covered by the M&E Officer's salary (USD35,000 annually).
	Document review	Post event		
Drills Reports	Document review	Quarterly/post event		

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Rate of response	Key informant interviews	Post event		<i>annually). The monitoring will also be supported by AE staff.</i>
Disaster Management Plan				

Evaluation			
Type	Timing	Independent/Self-evaluation	Indicative Budget
<i>Outcome</i>	End of Year 3	Independent	US\$114,400
<i>Summative</i>	End of Year 6 (project closure)	Independent	US\$143,000