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Asia Structured Dialogue Implementation, Monitoring and Reporting

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Objective

- Monitoring and the role of the PMU during the project/program lifecycle
- Provide guidance on reporting requirements for the readiness and funded activities
- Discuss implementation issues and ways to address them

- A continuing function that aims primarily to provide the management and main stakeholders of an ongoing intervention with early indications of progress, or lack thereof, in the achievement of results.

Monitoring



Kevin had a funny feeling that his boss was monitoring his emails



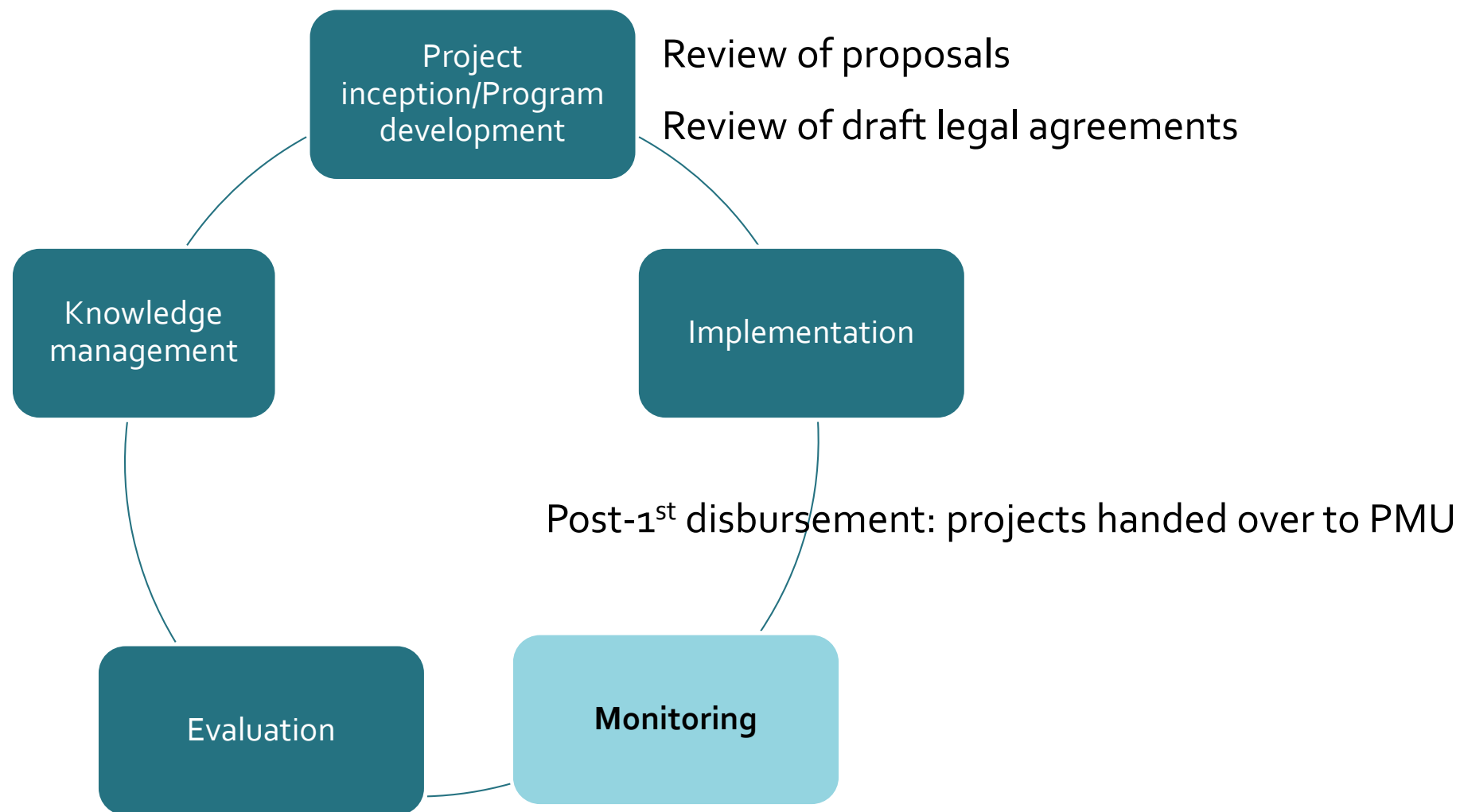
Status of Readiness grants as of May 2017

- 36 Readiness activities under implementation
- 1 Project Preparation Facility (PPF) received disbursements
- 11 have contractual issues → grants have expired without extensions, past due report
- No standardization of reporting formats or templates



M&E should be considered at the design stage of a project/program cycle

PMU's Role





PMU's Role

- Monitoring the progress of the Readiness and Funded activities
- Review of progress/completion reports; annual performance reports (APRs) and final reports; evaluation reports
- Processing subsequent disbursements
- Addressing issues during implementation



Reporting Requirements

Readiness activities

- i) Progress reports
- ii) Financial statements
- iii) Completion reports
- iv) Audit reports



Reporting Requirements

Funded activities

- i) Annual Performance Report (APR)
(incl. financial information)
- i) Final APR/completion report
- ii) Mid-term and final evaluation reports
- iii) Audit reports (within 4 months after FY)



Reporting Template: Readiness Activities

- General information
- Logical framework
- Implementation timetable with deliverables and milestones
- Budget and expenditure reporting
- Procurement plan
- Challenges, lessons learned, and way forward



Reporting Template: Funded Activities

- General information
- Implementation progress
- Logical framework (impact, outcome/ output, implementation timetable with deliverables, challenges and lessons learned)
- Financial information
- Environmental and social safeguards, gender



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Implementation Issues: Readiness Activities

- Delays in reporting
- Insufficient data and information
- Expiration of grant term
- Extension, Restructuring
- Budget
- Procurement



Implementation Issues: Funded Activities

- Most funded activities have just recently started implementation
- Delays in reporting
- Varying degrees and levels of reporting
- Weak causal pathway amongst the results chain rendering it difficult to measure results in a systematic manner



Addressing Issues During Implementation

Modification

- Readiness – Standard Conditions; Funded activities – Accreditation
Master Agreement (AMA), Funded Activity Agreement (FAA)
- Always notify the NDAs AND GCF in advance before taking actions
- Budget: 70/10 rule
- Provision of strong justification for the changes from the original plan



Addressing Issues During Implementation

Phased approach

- Draw on multiple pathways to reach project/program outcomes (e.g. theory of change)
- Each phase should have a clear start point and a defined end point
- The end of a particular project phase will be the production of deliverables and milestones
- Sequence multiple activities in a structured manner to avoid delays



Addressing Issues During Implementation

Monitoring and Evaluation Plan

- Establish an effective monitoring and evaluation system at the project/program design stage
- Build staff capacity through regular training on monitoring and evaluation processes and procedures
- Maintain a robust system for quality assurance and management of data and information



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