

Monitoring & Evaluation (M&E) Plan and Impact Statement Form

Objective of the M&E Plan and Impact Statement:

- The M&E Plan and Impact Statement must be designed based on the Technical Assistance Response Plan and must enable the Implementer to complete the Closure Report at the end of the assistance.

Process for filling in the form:

- The Implementer must identify relevant quantitative and qualitative indicators as specified in the Closure Report. A sub-set of indicators to monitor and assess must be chosen among these.
- The Implementer may also identify other specific, measurable, achievable, relevant, and time-bound indicators suitable to monitor Activities, Outputs and anticipated Outcomes from the technical assistance and add to the M&E Plan and Impact Statement.
- During implementation of the TA or FTA, the Implementer must collect all relevant data as described in the Monitoring & Evaluation Plan. Aggregated data on selected indicators as well as an updated version of the Impact Statement will be presented in the Closure Report at the end of the assistance.

Basic Information	
Title of response plan	"Technical capacity enhancement for climate-resilient agriculture through the revision of national policies and the improvement of data management systems."
Technical assistance reference number	UNEP/2025/680 (Umoja No. 4700031774)
Country / countries	Fiji
NDE focal point and organisation	Matereti Mateiwai, Principal Adaptation Officer Ministry of Environment and Climate Change
Sector(s) addressed	Agriculture; climate change adaptation; land-use planning; digital data management; capacity building.
Technologies supported	Drones and field data collection tools; GIS/LULC database system; server and software infrastructure; climate-resilient agriculture systems and emerging technologies.
Implementation period and total duration	17 February 2026 – 31 May 2027
Total budget for implementation	USD 195,410
Designer of the response plan	UNEP-CTCN.
Implementer of response plan	Design Thinking Sweden AB / Globalyx
Document Completion Date	02 July 2026
Version Number	Version 4.0

(A) Outputs and Activities as described in the Response Plan	(B) Indicator	(C) Expected results	(D) Method and frequency for data collection	(F) Comments
Mandatory output: Project management Mandatory Activity 2. Implementation: Project Steering Committee meeting reports	Total number of technical reports and strategic documents produced	Steering Committee meetings conducted and reports prepared to document progress, decisions, risks and follow-up actions.	Meeting minutes, attendance records and progress reports; collected after each Steering Committee meeting.	Frequency depends on the agreed governance schedule and stakeholder availability.
Mandatory output: Project management Mandatory Activity 3. Post-implementation: preparation of closure and data collection report; press release; webinar; and dialogue with financial institutions.	Indicative total number of technical reports and strategic documents produced; communication and informational materials created; and anticipated amount of funding/investment potentially leveraged.	Closure package completed, project results disseminated, and exploratory dialogue initiated with relevant financial actors to assess potential future scaling opportunities.	Closure report, webinar records, press release, meeting notes and dissemination materials compiled and archived at project closure.	Any reference to investment leverage will remain indicative at the TA stage and will depend on separate, follow-up engagements and decisions by financial institutions and other third parties.
Output 1: Inception workshop and recommendations report on the realignment of policy and act. Activity 1.1: Inception workshop.	Indicative number of training/workshop sessions organized; total number of participants, disaggregated by gender; and number of government	At least one inception workshop conducted with key stakeholders to review and validate priorities, the proposed implementation approach, and institutional engagement	Attendance sheets, registration forms, workshop report and photos compiled once after the workshop as documentation of activities undertaken	Actual participation will depend on stakeholder availability, confirmation, logistics and scheduling, which remain external to the project's direct control

	institutions with strengthened capacities	arrangements		
Output 1: Inception workshop and recommendations report on the realignment of policy and act. Activity 1.2: Preparation of a recommendations report on the realignment of policy and act, including climate resilience considerations.	Indicative number of national policies and regulations reviewed; anticipated number of policy recommendations proposed to the Ministry; and total number of technical reports and strategic documents produced.	A recommendations report is planned, integrating climate resilience considerations and outlining proposed, non-binding policy options for the Ministry's review, subject to the agreed scope and availability of inputs	Desk review outputs, consultation notes, validation inputs and the final report compiled and archived upon completion of the assignment.	The scope and depth of the recommendations will depend on timely access to relevant policy documents and the availability of stakeholder feedback, which are external factors beyond the project's direct control.

(A) Outputs and Activities as described in the Response Plan	(B) Indicator	(C) Expected results	(D) Method and frequency for data collection	(F) Comments
Output 2: Improvement of data management systems. Activity 2.1: Support for the digitalization and upgrade of the land-use and land-cover (LULC) capability database system.	Indicative number of diagnostic tools and mapping frameworks developed, and indicative number of government institutions whose capacity to use LULC data is expected to be strengthened, subject to demand and resource availability.	LULC capability database system technically upgraded, where feasible, and placed in a better position to potentially support climate-informed land-use planning and agricultural decision-making, depending on institutional uptake and use.	Technical progress notes, system documentation and records of validation meetings compiled and monitored during implementation, and recorded at agreed milestone points, to the extent that activities can be carried out as planned.	Progress in upgrading and operationalizing the system will be subject to the availability, quality and interoperability of existing data and baseline information, as well as to institutional priorities and decisions, all of which are external factors beyond the direct control of the project.
Output 2:	Indicative number	An MVP-level	Installation records,	Delivery will focus on

Improvement of data management systems	of government institutions	server and software installed and made operational for demonstration and testing purposes, with one designated resource person trained on basic system use and continuity	handover documentation for the MVP environment, training attendance sheet and basic technical verification compiled upon completion of the MVP activities.	MVP-level installation and training during the TA period; any subsequent scaling, production-level deployment, hardware upgrades or additional staffing decisions will depend on future institutional priorities, budgets and procurement processes, which are outside the direct control of the project.
Activity 2.2: MVP-level server installed with software and one resource person trained	expected to benefit from the MVP server environment; 40 training participants, disaggregated by gender, subject to institutional demand and staff availability.	procedures, subject to institutional nomination and technical feasibility.		
Output 2:	Indicative number	Staff participating in	Attendance sheets,	Actual participation
Improvement of data management systems	of training sessions organized; total	training sessions on climate-resilient	training materials and participant feedback	levels and subsequent application of the
Activity 2.3: Training for staff on climate-resilient agriculture systems and emerging technologies	number of participants, disaggregated by gender; and indicative number of government institutions expected to benefit from the training, subject to institutional demand and staff availability.	agriculture systems and emerging technologies, with institutional capacity for implementation and use expected to improve where knowledge is applied and supported by institutional follow-up.	forms compiled after each training session as evidence of activities delivered and initial reactions to the training.	training content will depend on staff workload, availability and institutional priorities, which are external factors beyond the direct control of the project.

(A) Outputs and Activities as described in the Response Plan	(B) Indicator	(C) Expected results	(D) Method and frequency for data collection	(F) Comments
Output 3: Study visit	Total number of	Farmers and	Attendance sheets, visit	Logistics, weather and

and media coverage reports of climate-smart farming practices Activity 3.1: Organize study visits for farmers and officers to climate-resilient farming sites	participants disaggregated by gender; communication and informational materials created	officers participate in study visits, gain exposure to climate-smart practices, and contribute to knowledge exchange and replication potential.	reports, photos, participant feedback and media/documentation outputs; collected after each visit.	travel coordination may affect implementation.
Output 3: Study visit and media coverage reports of climate-smart farming practices Activity 3.1: Organize study visits for farmers and officers to climate-resilient farming sites	Indicative total number of participants, disaggregated by gender, and indicative number of communication and informational materials created, subject to interest, availability and resource constraints.	Farmers and officers participate in study visits, gaining exposure to climate-smart farming practices and opportunities for knowledge exchange, with replication potential depending on local conditions and subsequent institutional and farm-level decisions.	Attendance sheets, visit reports, photos, participant feedback and media/documentation outputs compiled after each visit to document activities conducted and communication efforts.	Implementation and participation levels may be affected by logistics, weather conditions and travel coordination, which are external factors beyond the direct control of the project.

(A) Outputs and Activities as described in the Response Plan	(B) Indicator	(C) Expected results	(D) Method and frequency for data collection	(F) Comments
Output 4: Scale-up project concept note and final capacity-building/dissemination workshop Activity 4.1: Preparation of a scale-up project concept note. Activity 4.2: Final capacity-development and dissemination workshop.	Indicative total number of technical reports and strategic documents produced; indicative total number of training/workshop sessions organized; total number of participants, disaggregated by gender; communication and informational materials created; and any anticipated, indicative estimates of potential funding/investment, subject to future decisions by financing partners and outreach results.	A scale-up concept note is intended to be prepared to outline options to support potential future investment, replication and follow-on implementation, without implying any commitment or guarantee of subsequent funding, and subject to implementation progress and stakeholder agreement. A final capacity-development and dissemination workshop held, where feasible, to share lessons learned, technical results and information on possible future opportunities with relevant stakeholders, without implying	Draft concept note, consultation records and final document compiled and archived upon completion of the assignment as inputs for possible future resource-mobilization efforts. Attendance sheets, workshop report, presentation materials and participant feedback forms compiled once after the event as documentation of activities delivered and stakeholder responses.	Any reference to funding or investment leverage will remain purely indicative at the TA stage and will depend entirely on separate funding applications, negotiations and decisions by third-party financiers beyond the TA period, which are outside the direct control of the project.

		any obligation or guarantee of additional support.		
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Note: The Response Plan may contain information useful for the section below. The information in the table below will be used by the CTCN for public communication of the achieved and expected results of the Technical Assistance through the CTCN website www.ctc-n.org and other communication channels. See for example: https://www.ctc-n.org/sites/www.ctc-n.org/files/benin_a_ag_forestry.final_.pdf

Impact Statement	
Challenge	Fiji's agricultural sector faces rising climate risks, including extreme weather, saline intrusion and limitations in existing data systems for land-use planning. These constraints can reduce the timeliness and effectiveness of decision-making, policy alignment and the practical uptake of climate-smart agriculture, particularly for farmers and public officers who would benefit from more reliable information, stronger technical capacities and clearer, scalable implementation pathways.
CTCN assistance	Conduct an inception process, stakeholder validation and policy review to help align climate resilience priorities. Support the upgrade of LULC/GIS data management capacity, including an MVP-level server and software set-up and a trained resource person, building on existing government systems. Deliver staff training, study visits and knowledge-sharing activities focused on climate-resilient agriculture on a pilot and capacity-building basis. Prepare a scale-up concept note and dissemination package to inform and support potential future financing and implementation, without implying any funding commitment.
Anticipated impact	Contribution to increased resilience in Fiji's agricultural sector by strengthening selected data systems, supporting policy alignment and providing targeted practical capacity building within the scope of this pilot TA. Direct and indirect beneficiaries gain improved access to climate-smart knowledge, planning tools and institutional support where activities are implemented and taken up by partner institutions. A pilot-scale scale-up pathway is outlined to guide and potentially mobilise future investment and sustain implementation beyond the TA, subject to separate funding decisions by the Government of Fiji and development partners.
Anticipated co-benefits from the TA	Potential co-benefits may include contributions to improved food security, stronger institutional coordination, enhanced quality and usability of land-use information, greater readiness to seek future investments, and wider public awareness supported by communication products and dissemination events, where activities are implemented and taken up by stakeholders.
Gender aspects of the TA	The TA is informed by a gender assessment and action plan. Within this framework, activities will seek to promote inclusive participation, collect sex-disaggregated data where feasible and appropriate, and encourage the involvement of women and young professionals in workshops, training and field visits, in coordination with partner institutions.
Anticipated contribution to NDC	The TA is expected to strengthen Fiji's adaptive capacity in the agriculture sector by informing better planning tools and supporting the uptake of climate-resilient practices, where adopted by stakeholders. It is designed to support climate-informed land-use management and enhance institutional readiness for implementation within the scope of the pilot activities. It aims to contribute to longer-term food security and resilience objectives by promoting data-driven decision-making and targeted capacity development, without implying direct attribution to the TA alone.

The narrative story	Agriculture remains central to livelihoods in Fiji, yet climate pressures are making traditional planning and production systems increasingly vulnerable. This technical assistance responds to that challenge by combining targeted policy support, strengthened land-use and land-cover data management, practical training, and field-based learning on a pilot basis. The assistance begins with an inception phase and recommendations process to validate priorities with stakeholders, then moves into upgrading the LULC/GIS database environment, configuring MVP-level technical infrastructure and building staff capacity within the available scope. Study visits and communication outputs are intended to help translate technical work into practical learning and wider visibility among relevant stakeholders. Finally, a scale-up concept note and dissemination package will position the pilot results to inform potential follow-on investment and implementation. Taken together, these actions are expected to contribute to stronger institutional capability, enhanced agricultural resilience and more informed, data-driven adaptation decisions in Fiji, while recognising that longer-term outcomes will depend on subsequent uptake and resourcing beyond this TA.
Contribution to SDGs	SDG 2 – Zero Hunger (targets 2.3, 2.4) <i>The TA is expected to contribute to more climate-resilient and sustainable agricultural practices by strengthening data systems, supporting climate-smart planning and providing targeted capacity building to farmers and public officers, in line with efforts to make food production more resilient to climate shocks.</i> SDG 13 – Climate Action (targets 13.1, 13.3) <i>By improving climate-relevant land-use information, supporting policy alignment and enhancing institutional capacity for climate-informed planning, the TA aims to support adaptation and resilience actions in Fiji's agriculture sector and to build knowledge and skills on climate risks and responses among key stakeholders.</i> SDG 17 – Partnerships for the Goals (targets 17.16, 17.18) <i>The TA will foster collaboration between national institutions, technical partners and international support mechanisms, while strengthening systems for data, monitoring and knowledge-sharing; this is expected to enhance Fiji's capacity to generate and use disaggregated, climate-relevant data for decision-making and for future investment partnerships.</i>
Reference to knowledge products	<i>At this early stage of the TA, we have not yet drawn on specific TEC knowledge products, but during implementation we intend to use selected TEC guidance related to climate technologies for agriculture and agrifood systems, as available in the TEC knowledge database.</i> <i>Which knowledge products do you envisage to use? Please list</i> <i>TEC Brief "Technologies for Adaptation in the Agriculture Sector" (UNFCCC)</i> <i>TEC–FAO report "Climate technologies for agrifood systems transformation: placing food security, climate change and poverty reduction at the forefront".</i>

References

UNFCCC Technology Executive Committee (TEC). Technologies for Adaptation in the Agriculture Sector.

Technology Executive Committee (TEC) & FAO.

Climate technologies for agrifood systems transformation: placing food security, climate change and poverty reduction at the forefront.