## Template for TA Monitoring and Evaluation plan

Request 2017000036

***Diseño de una plataforma de respuesta y restauración ecológica frente a incendios, para el sector silvoagropecuario en Chile, como mecanismo de adaptación al cambio climático***

Daniel Álvarez Latorre Responsable Unidad de Restauración Ministerio del Medio Ambiente

**Technical assistance by CATIE**

**Objective for the TA Monitoring and Evaluation plan:**

* The TA Monitoring and Evaluation plan must be designed based on the TA Response Plan and must enable the Implementer to complete the TA Closure and Data Collection Report[[1]](#footnote-1) at the end of the assignment.

**Process for designing and using the TA Monitoring and Evaluation plan:**

* The Implementer must identify all relevant indicators as specified in the TA Closure and Data Collection Report. The TA Closure and Data Collection Report contains 31 generic TA indicators and the Implementer must build the TA Monitoring and Evaluation plan around a select number of relevant indicators.
* The Implementer may want to identify other specific, measurable, achievable, relevant, and time-bound indicators suitable to monitor Outputs and Activities and add these to the Monitoring and Evaluation plan.
* During implementation of the TA, the Implementer must collect all relevant data as described in the Monitoring and Evaluation plan. Aggregated data for the entire TA will be presented in the TA Monitoring and Data Collection Report for relevant indicators at the end of the assignment.

| (A) Outputs and Activities as described in the Response Plan | (B) Response Plan target for the Output or Activity | (C) Indicator | (D) Method and frequency for data collection | (E) Value for Output/ Activity produced using the indicator in column C | (F) Difference between targeted and delivered Output and activity values |
| --- | --- | --- | --- | --- | --- |
| **Output 1: Working Plan and related documents (CTCN formats)** | | | | | | |
| Activity 1.1: Working plan | 1 | Document |  | 1 | 0 |
| Activity 1.2.: Anticipated impacts | 1 | Document |  | 1 | 0 |
| Activity 1.3: TA Closure and Data Collection Report | 2 | Document |  | 2 | 0 |
| Activity 1.4:  Monitoring and Evaluation plan | 2 | Document |  | 2 | 0 |
| **Output 2: Experiences and stakeholders diagnosis in the AT intervention field.** | | | | | | |
| Activity 2.1.: Stakeholders and field exploration | 1 | Total number of technical reports and information material supported by the assistance | Meetings memories (as an annex in the output report) | 1 | 0 |
| Activity 2.2.: Stakeholder diagnosis. | 1 | Total number of technical reports and information material supported by the assistance | Document and presentation | 1 | 0 |
|  | 2 | Number of research organisations, laboratories and universities which participated | Interview memories | 4 | +2 |
|  | 2 | Number of private companies which participated | Interview memories | 2 | 0 |
|  | 6 | Number local and central state institutions which participated | Interview memories | 9 | +3 |
|  | 5 | Number of community organizations which participated | Interview memories | 4 | -1 |
|  | 5 | Number of non-profit organisations which participated | Interview memories | 7 | +2 |
| Activity 2.3.: Institutional environment diagnosis | 1 | Total number of technical reports and information material supported by the assistance | Document and presentation | 1 | 0 |
| **Output 3: Diagnosis of other experiences in climate similar zones.** | | | | | | |
| Activity 3.1.: Literature review | 1 | Total number of technical reports and information material supported by the assistance | Document and presentation | 1 | 0 |
| **Output 4: Proposal of Learning interchange platform** | | | | | | |
| Activity 4.1.: Proposal design | 1 | Total number of tools and information material supported by the assistance | Document, presentation. | 1 | 0 |
| Activity 4.2.: Presentation workshop and learning interchange working day | 2 | Number of training sessions and capacity strengthening activities | Workshop facilitation methodology | 3 | +1 |
|  |  | Number of people who received the training: |  |  |  |
|  | 15 | Number of men | Count of participants in the attendance list | 21 | +6 |
|  | 15 | Number of women | Count of participants in the attendance list | 15 | 0 |
|  |  | Total number of organisations trained |  |  |  |
|  | 2 | Number of research organisations, laboratories and universities | Count of participants in the attendance list | 4 | +2 |
|  | 2 | Number of private companies | Count of participants in the attendance list | 1 | -1 |
|  | 6 | Number of cities and local government | Count of participants in the attendance list | 3 | -5 |
|  | 8 | Number of communities | Count of participants in the attendance list | 6 | -2 |
|  | 4 | Number of specialised governmental institutions | Count of participants in the attendance list | 9 | +5 |
|  | 5 | Number of non-profit organisations | Count of participants in the attendance list | 0 | -5 |
|  | 30 surveys | Level of satisfaction of participants after the training (from training feedback form). Categories include: From very satisfied, satisfied, partly not satisfied, not satisfied at all | Survey | Average: 4.3/5 (satisfied). Based on 28 surveys. | -- |
|  | 10 | Number of organizations with increase awareness and knowledge to better own and drive national adaptation planning processes, by restoration | Workshop memories | 23 | +13 |
|  | 2 | Anticipated twinning arrangements created as a result of the TA | Workshop memories (institutional agreements) | 0 | -2 |
|  | 2 | Anticipated cooperative research, development and demonstration programmes within and between stakeholders as a result of the TA | Workshop memories (institutional agreements) | 18 | +16 |
| **Output 5: Leassons learnt** | | | | | | |
| Activity 5.1.: Interchange resources preparation | 2 | Number of active person-days (not full duration) of technical assistance provided to counterparts or stakeholders by international experts and consultants | Workshop memories | 3 | +1 |
|  | 2 | Number of active person-days (not full duration) of technical assistance provided to counterparts or stakeholders by national experts and consultants | Workshop memories | 3 | +1 |
|  | 2 | Number of for external communication and outreach activities conducted to showcase the assistance (news release, newsletters, articles on website, etc.) | Web site | 2 | 0 |

1. Please see: https://www.ctc-n.org/sites/www.ctc-n.org/files/ta\_closure\_report\_template.\_final.\_march\_2017.doc [↑](#footnote-ref-1)