

***Development of a Monitoring,
Evaluation & Reporting Framework for
the Enhanced Comprehensive Disaster
Management Strategy***

***Le Groupe-conseil
baastel Itée - Canada***

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***3rd Comprehensive Disaster
Management Conference -
Barbados, December 11th, 2008***



The Mandate

- Develop an M,E&R framework to monitor Enhanced CDM Framework implementation:
 - Assessment of existing M&E Instruments;
 - Development of a M,E&R Framework – key tools;
 - Development of a standardized methodology for CDM Institutional Capacity Assessment;
 - Definition/collection of baseline data for CDERA Participating States (PS) & sectors utilizing the baseline assessment tool;
- Enhance capacities at regional, national sectoral levels on the M,E&R framework & RBM.

Baastel

20 years of:

- Monitoring and Evaluation
- Baseline Studies & Institutional Assessments
- Impact Assessments
- Results-Based Management (project/
programme/institutional levels)
- Strategic Planning, Policies & Programming
- Capacity Building/Training
- EIAs & SEAs

Sample Clients

- African Development Bank (AfDB)
- Canadian International Development Agency (CIDA)
- Caribbean Disaster Emergency Response Agency (CDERA)
- Caribbean Development Bank (CDB)
- Danish International Development Assistance (Danida)
- Department for International Development (DFID)
- European Commission (EC)
- European Union (EU)
- Food and Agriculture Organization (FAO)
- Global Environment Facility (GEF)
- Inter-American Development Bank (IADB)
- International Committee of the Red Cross (ICRC)
- International Finance Corporation (IFC)
- Netherlands Department for International Co-operation (DGIS)
- Organization of American States (OAS)
- Pan-American Health Organization (PAHO)
- Swedish International Development Agency (SIDA)
- UK Department for International Development (DFID)
- United Nations Development Programme (UNDP)
- United Nations Environment Programme (UNEP)
- United Nations Children's Fund (UNICEF)
- United Nations Educational, Scientific and Cultural Organization (UNESCO)
- World Food Programme (WFP)

Example Sectors/Themes

- Disaster/Emergency Management
- Environment and Sustainable Development
- Climate Change (adaptation/mitigation)
- Biodiversity and Protected Areas
- Water Management (IWRM)
- Health
- Governance

Baastel's Team

- Results-Based Management
- Monitoring & Evaluation
 - Capacity Building
 - Tools and Frameworks
- Disaster/Emergency Management Specialists
- DRM capacity assessment tool design expertise
- CDM familiarity (incl. previous NDCs)
- Caribbean expertise
- Mixture of Caribbean, Canadian experts

Context

- Enhanced CDM Framework 2007
 - RBM based, focus on monitoring and reporting, key tools developed, capacity building
- Benefits of a comprehensive M, E & R Framework
 - For CDERA
 - For Participating States
 - For Development Partners and sectoral leads
 - Ongoing learning, information sharing, programming improvements
 - Part of overall coordination/harmonization

Context

- An adequate M, E, & R Framework must assess what is 'out there' – strengths, weaknesses, gaps and potential integration
- A good M&E approach requires a 'baseline'
 - Which, in turn, requires a good assessment tool
 - Good opportunity to assess existing tools and create/enhance a standardized tool
- Complementary capacity building for actual M,E & R to follow (ownership/sustainability)

Guiding Principles

- **Active Seeking of Synergies and Opportunities:** linkages with other regional, sectoral and national CDM initiatives will be sought.
- **Linkages to M&E Frameworks:** M, E, & R framework will be developed with regional sectoral, national CDM Strategy/Programme M&E Frameworks in mind.
 - *E.g. Tourism, Health*
 - *The M,E&R Framework will facilitate linkages and 'roll-up' from the national to regional level.*
- **Benefiting from available expertise**

Guiding Principles

- **Partnership and a Participatory Approach:** iterative process building relationships in developing the Framework; partnership, communication & collaboration with NDCs & other national/regional CDM stakeholders will be sought.
 - In tool/framework development;
 - In baseline assessments;
 - *Reinforced by training.*
- **Ongoing Learning:** an ongoing learning process that takes into account knowledge & perceptions of collaborating national/regional & local stakeholders.

What do we Mean by Monitoring?

The OECD *Glossary of Evaluation and Results Based Management Terms* defines monitoring as:

“A continuing function that uses systematic collection of data on specified indicators to provide management and the main stakeholders of an ongoing development intervention with indications of the extent of progress and achievement of objectives and progress in the use of allocated funds.”

(p. 19)

Benefits of Improved Monitoring

- Improves understanding of what is transpiring “*on the ground*”; increased tracking/reporting on the successes/challenges of CDM-related initiatives
- Management challenges addressed in a timelier manner, thus increasing effectiveness and efficiency
- Builds technical and management
- Steady streams of performance measurement; facilitates reporting to CDERA/development partners
- Improves knowledge sharing and lesson learning for all stakeholders – programme improvement

Benefits of Improved Monitoring

- Can generate knowledge/lessons only if:
 - Information is captured adequately (& honestly)
 - Buy-in/ownership; good national/regional participation in data collection/input;
 - Data/information is shared openly & managed well; is stored well/organized/easily accessible
 - Culture of information sharing, transparency, willingness to share positive/negative aspects in a context of learning;
 - Clear accountability & responsibility
 - Monitoring & Reporting is done regularly

Proposed Approach & Methodology

Step 1 – Analysis Of Existing M&E Instruments

- **Presentation of Outline at CDM Conference**
- **Project start-up teleconference**
- **Draft Inception Report**
 - Objectives/areas of focus of the assessment,
 - Scope and limits involved;
 - Approach and methodology;
 - Work plan and timeline;
 - M&E instrument to be reviewed; and,
 - Theoretical/methodological issues likely to arise; e.g. definitions, concepts, etc.



Proposed Approach & Methodology

■ Analysis of Existing M&E Instruments:

- The USAID COTS DRM Benchmarking Tool;
- The biennial CDERA Audit;
- Instruments utilized by the IFRC;
- UNDP Disaster Risk Reduction Index;
- IDB Disaster Deficit Index;
- IDB's Risk Management Index - Indicators of Disaster Risk and Risk Management;
- OECS Rapid Environmental Assessment Manual.

■ Draft Report

Proposed Approach & Methodology

■ Information captured on each instrument:

- Organization undertaking data collection;
- Purpose of the instrument and Target audiences;
- Current users and Data sources;
- Periodicity of data collection;
- Data collection and analysis procedure.

■ Telephone Interviews/Documentation Review

Conducted to complement; assess satisfaction, identify further strengths, weaknesses and gaps.

■ Draft Report - analysis & recommendations - how instruments could be utilized in the Framework.

Proposed Approach & Methodology

*Step 2 – Articulation Of The M,E&R Framework
& Baseline Assessment Component*



- ***National, Sectoral, Regional Input***
 - ***A Review Committee?***

Proposed Approach & Methodology

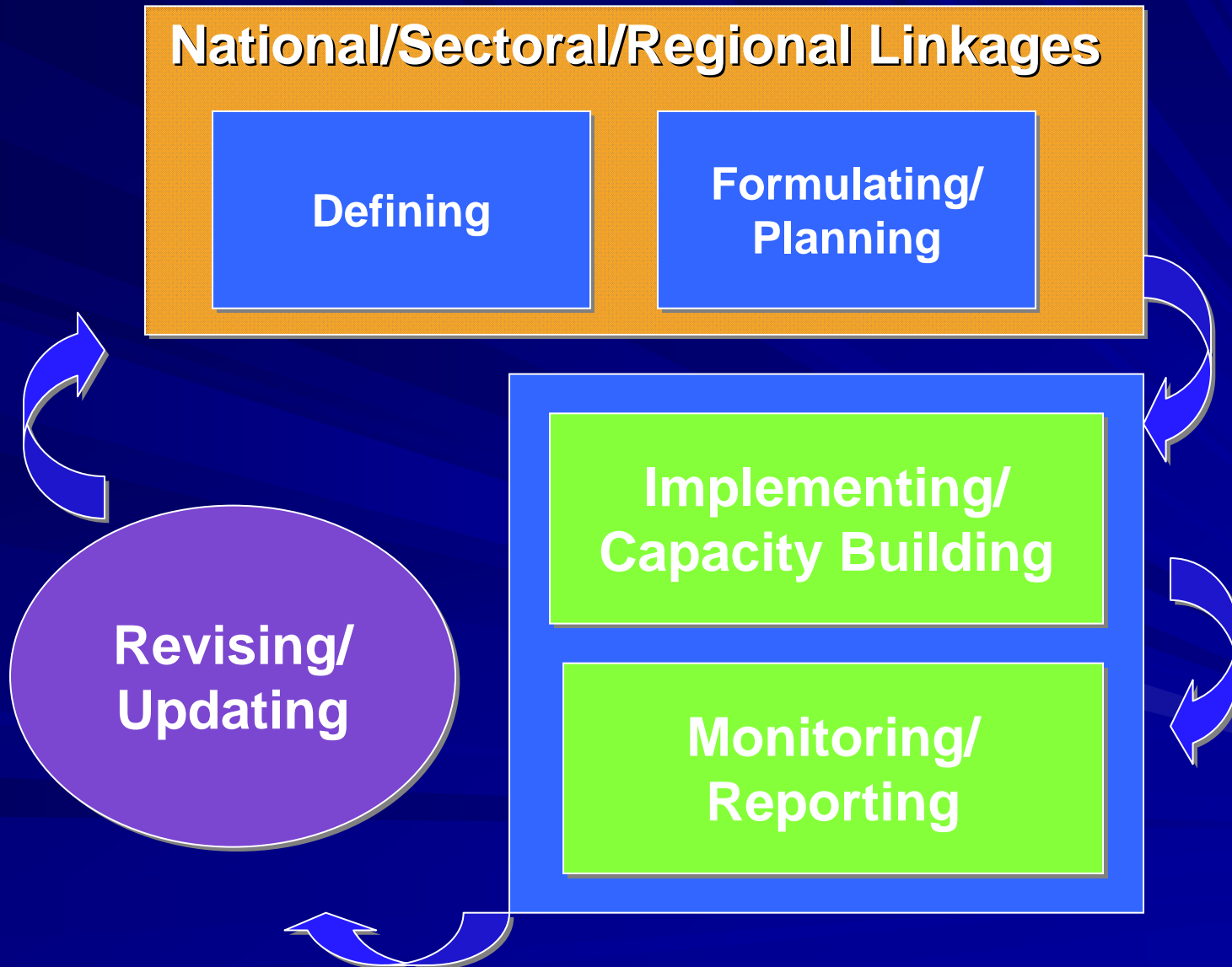
The M, E & R framework will address/contain:

- Processes/steps for developing M&E tools;
- Indicators – qualitative & quantitative
- Processes for selecting indicators;
- Tools and methods to facilitate data collection;
- Responsibility & frequency for data collection;
- Integration of yearly targets and/or milestones;
- Sources of data to be utilized for monitoring.

I.e. a Performance Measurement Framework (PMF)

It will be kept simple!

M, E & R Framework Development Cycle



Proposed Approach & Methodology

Baseline Assessment Component

- *Analysis of 'current state of affairs' in CDERA PS and in particular sectors in relation to the CDM Strategy, expected results & implementation.*
- **Develop Baseline Assessment Tool**
 - a standardized instrument for CDM Institutional Capacity Assessments
 - Review/integrate relevant baseline/ institutional capacity assessment tools - e.g. Institutional Reviews of DM Mechanisms
 - build on strengths, improve on deficiencies.
- **M, E, & R Framework Report** (*sans baseline*)



Proposed Approach & Methodology

Step 3 – Assessment of National, Sectoral & Regional Baselines



■ **Baseline Assessments (16 PS)**

- Caribbean/International expert teams
- *NDCs or NDO representatives to participate**
- Collaboration of sectoral experts to join the teams.

■ *Principle: Asymmetry of Vulnerability (One shoe does not fit all). PS not exposed to disasters/hazards to same degree. Similarities/differences in mind.*

■ **Country reports – *i.e. the Baseline***

Proposed Approach & Methodology

Step 4 – M, E& R Framework-Capacity Building

■ Training and Workshops

- RBM training (Dec. 15th-17th): CDM strategy, RBM, M&E, project management, planning - *NDOs*
 - RBM training (first quarter of 2009) - *sectors*
 - Training on M,E&R framework (2009): monitoring & reporting on CDM progress/implementation
- Involvement of NDCs/NDOs/others in tool/framework development & assessments is part of approach...

Capacity Building + Ownership = Sustainability

Proposed Approach & Methodology

*A Final Word on Baastel's Participatory Approach –
A Focus on Sustainability*

“The intended involvement of key national, sectoral and regional players/stakeholders serves to not only enhance quality of tools and frameworks being developed but also catalyze commitment, participation, ownership and sustainability in the monitoring and reporting process that is intended to follow”.

- Thank you!! -

QUESTIONS?



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Agenda

I. Introduction

- A. Baastel
- B. The Mandate
- C. Baastel's Team for the Mandate

II. Proposed Approach Methodology

- A. Guiding Principles
- B. Key Steps

III. Tentative Work Plan

IV. Key Issues

III. Tentative Work Plan

- Submission of Draft Inception Report - January 2009
- Analysis of M,E&R Instruments – February 2009
- Draft Report: review of existing M,E&R instruments/ proposed way forward for a M,E&R Framework - February 2009
- *Present report to CDERA and CDM CHC - March 2009*

- Development of M,E&R Framework/Baseline Component incl. Standardized CDM institutional Capacity Assessment methodology - March/April 2009
- Draft report - April 2009
- *Present draft report to the CDM CHC/NDCs - April 2009*

III. Tentative Work Plan

- Baseline Assessment/Country Missions –
May to August 2009
- Preparation of Assessment Reports –
July to October 2009

- Deliver Training Manual on the M,E&R Framework –
September 2009
- *Facilitate third training on the M,E&R Framework –
September/October 2009*

- Deliver Final Report – September/October 2009

IV. Key Issues

1. Assistance with Logistics and Mission Planning

Support and assistance from CDERA CU and NDCs are needed for the logistics and mission planning for the 16 country baseline assessment.

For example: setting up interview and focus groups, and facilitate contact with stakeholders, mission planning.

2. Assistance in Ensuring Timely Feedback and Collaboration

Support and assistance of CDERA CU is also needed in establishing the forum for NDCs' and other key national/regional stakeholders' collaboration in the project.

For example: setting up the review committee and ensuing NDC collaboration, input and feedback.