



## Monitoring, evaluation, reporting and verification

**Adopted in Oslo on 26 June 2018**

**EB.2018.08**

The Executive Board

### ***Annual report***

1. Adopts the CAFI 2017 Consolidated Annual report submitted to the MPTF-O on 31 May 2018, with the following amendments, to be incorporated in an updated version by 15 July 2018:
  - Emphasize the preliminary nature of the DRC FREL
  - Harmonize the assessment of the performance of FONAREDD programmes
  - And additional comments provided in writing by the Executive Board by 29 June
2. Recognizes the competing deadlines for the submission of FONAREDD and CAFI reports, as set out in legal agreements with the MPTF-O, and asks:
  - All agencies implementing a preparatory grant: to share governance data, as per EB decision EB.2017.05 either in their annual report - or via simple communications earlier than the report deadline
  - Agencies implementing FONAREDD programmes: to ensure that their reports follow the FONAREDD-set template and language
  - Agencies implementing a country programme: report against the CAFI framework, as will be set in project documents
3. Recalls that CAFI has delegated the monitoring and evaluation tasks to the FONAREDD Secretariat with the understanding that this would not limit information flows, and asks the FONAREDD Secretariat:

1. to ensure that FONAREDD report templates for implementing agencies explicitly request reporting against the CAFI indicators selected by the programmes, in accordance with decision EB.2016.10
2. to share with the CAFI Secretariat
  - a. By 3 May, annual reports from all programmes
  - b. Semi-annual reports from all programmes
  - c. Reports and documents presented at meetings of programmes Steering Committees
  - d. By 15 May, a draft consolidated report - with consolidated results & data against the National Investment Plan & CAFI results frameworks - and to notify the CAFI Secretariat of any major changes at least 3 working days before the 31 May deadline

4. Considering the competing deadlines, accepts that the CAFI consolidated report submitted to the MPTF on 31 May of each year is preliminary by nature. Should the 3.2 provisions above not be fulfilled, the CAFI EB accepts that the final version shall be delivered for approval to the EB no later than 30 June.

5. Decides that it will not approve programmes that don't include the relevant CAFI indicators, following discussions between CAFI and the agencies

6. Asks the FONAREDD Secretariat to complete the recruitment of an international staff for M&E

#### ***M&E approach***

7. Takes note of the lessons learned in testing the CAFI M&E approach adopted in decision EB.2016.10, and tasks the Secretariat to propose amendments to the CAFI outcome level results framework (indicator set) by the next EB meeting, including

- i) reformulation of indicators when needed
- ii) targets
- iii) additional means of verification to complement or verify information provided by programmes, when possible and
- iv) spatial requirements
- v) distinguishing what is the result of CAFI funding and what is the result of interventions by various partners
- vi) establish link with existing work (provided by EB members) on relevant SDGs indicators and data sets when they exist

8. Recalling decision EB.2018.04,

- a. takes note of the brief "*Spatial Monitoring & Evaluation for robust management implementation of CAFI investments at various levels of territorial governance* "
- b. asks the CAFI Sec to fully develop the CAFI M&E protocol with agencies inputs, make capacity and implementation costs explicit and provide examples of the desired final products
- c. asks the CAFI Secretariat to cost the tools designed to facilitate the cost-effective collection, management, transfer and analysis of data across actors, sectors and levels of territorial governance.

d. Recognizes the importance of ownership of the data by governments, and the need to avoid duplicating efforts

***Independent verification of the Milestones of the LOI with DRC***

Recalling the importance of abiding by the timeline discussed in November 2017 between CAFI and the DRC,

9. Adopts the first version of the terms of reference and its evaluation grid annex for the independent verification of the milestones of the LOI with DRC as a basis for discussion with the DRC government, with the addition of :

- An explicit description of the longer process of which the independent verification is a first step
- Ensuring that the verifiers mission include, as appropriate, field visits to relevant provinces, focusing on the milestones they are contributing to
- Emphasis on the need for specialized technical skills of the team composed by the audit firm

10. Accepts that the costs of the independent verification will be charged as a direct cost and will be implemented by the CAFI secretariat