



# Resilience, Sustainable Energy and Marine Biodiversity Programme COVID-19 RESILIENCE RESPONSE FACILITY

## GUIDANCE NOTE for the MEAL (Monitoring Evaluation Accountability and Learning) section of the PROJECT DOCUMENT

### Introduction

Strong monitoring, evaluation, accountability and learning (MEAL) is critical to project success. The MEAL Guidance Note provides RESEMBID grant applicants with additional practical guidance for the completion of the Implementation Logic and MEAL sections of the Project Proposal document.

The MEAL section of the Project Proposal document requires that you demonstrate how the project will monitor, evaluate and account for results. To achieve this, the grantee must first articulate the project's Implementation Logic, i.e., a **theory of change** and the required elements of the **logframe** that establish the change the project is seeking to achieve, the steps through which the change will occur, and how change will be verified. The logframe should be used as the basis for the completion of the **approach and methods** section of the template, which elaborates on the specific tools and processes that will be used to measure, monitor and report on progress towards the intended results of the project. The project MEAL system should promote continual, intentional **accountability and learning**. The grantee must therefore describe how the data from the MEAL system will be used internally to inform management decisions, and externally to inform communications and promote accountability.

Once your project has been approved, your project team will need to plan the concrete, comprehensive and detailed activities related to MEAL in your project. You will need to answer the question, "How will we collect, analyze, interpret, use and communicate MEAL information throughout the life of the project?"

### Structure of the MEAL Guidance Note

The MEAL Guidance Note is organized into six (6) sections that are associated with the Implementation Logic and MEAL sections of the Project Proposal document.

The sections and page numbers mentioned in this Guidance Note refer to the original Project Proposal template.

As part of efforts to help you apply this Guidance Note, a project case study "environmental vocational training in the tourism sector", will be used repeatedly to provide practical examples of how to adapt the MEAL processes and tools to your project.



## Table of Contents

<b>I. Glossary of Key MEAL Terms and Concepts</b> .....	3
<b>II. Guidelines for the Completion of the Implementation Logic Section</b> .....	6
a. What is a Theory of Change? .....	6
b. Developing the LogFrame .....	8
c. Steps in developing a LogFrame .....	12
<b>III. Guidelines for the Completion of the Monitoring, Evaluation, Accountability and Learning (MEAL) Section</b> .....	17
a. Approach and Methods .....	17
b. Key Indicators.....	19
c. Accountability .....	21
d. Learning.....	22



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## I. Glossary of Key MEAL Terms and Concepts

Accountability	The obligation to demonstrate and take responsibility both for the means used and the results achieved based on agreed expectations.
Activities	Actions taken or work performed through which inputs, such as funds, technical assistance and other types of resources, are mobilized to produce specific outputs.
Baseline	The starting point from which to measure change over time. It refers to the existing situation related to each result before project activities begin.
Current value	The latest available value of the indicator(s) at the time of reporting.
Domains of change	Corresponds to the strategic objectives of the programme/ specific objectives of the project
Evaluation	Evaluation is the systematic and objective assessment of an on-going or completed project, programme or policy, its design, implementation and results. The aim is to determine the relevance, coherence and fulfilment of objectives, development efficiency, effectiveness, impact and sustainability.
Goal	Describes the higher order results to which a development intervention is intended to contribute. Goal refers to a statement of result or achievement to which effort is directed. Goals can be longer or short-term and may be expressed specifically or broadly. Progress against goals should be monitored using a suite of supporting indicators.
Impact	Positive and negative long-term effects on identifiable population groups produced by a development intervention, directly or indirectly, intended or unintended. These effects can be economic, socio-cultural, institutional, environmental, technological or of other types.
Indicator/ Performance Indicator	A quantitative or qualitative measure of performance that is used to demonstrate change or which details the extent to which programme results are being or have been achieved.
Inputs	The financial, human, material and information resources used to produce outputs through activities and accomplish outcomes
Logical Framework	Management tool used to facilitate planning, execution and evaluation of a development intervention.
Monitoring	A continuous management function that aims primarily at providing managers and key stakeholders with regular feedback and early indications of progress or lack thereof in the achievement of intended results.
Outcomes	Refers to the intended or achieved short-term and medium-term effects that are caused by outputs delivered.

Outputs	Direct/tangible infrastructure, goods/products and services delivered by the project and directly under its control.
Overall objective	The long-term change to which the intervention contributes at country, regional or sectoral level, in the political, social, economic, and environmental global context. <i>See related terms – Impact, Specific objectives.</i>
Performance	The degree to which a development intervention or a development partner operates according to specific criteria/standard/guidelines or achieves results in accordance with stated plans.
Performance management	The ongoing monitoring and reporting of programme accomplishments, particularly progress toward pre-established goals.
Performance Measurement Framework (PMF)	RBM tool used to systematically plan the collection of relevant data over the lifetime of an investment to assess and demonstrate progress made in achieving expected results. It serves as the overall monitoring plan for projects or programmes.
Performance reporting	The process of communicating evidence-based performance information in an effective and timely manner. Performance reporting supports decision-making, accountability and transparency.
Planning	The process of setting goals, objectives, developing strategies, outlining the implementation arrangements and allocating resources to achieve those goals.
Policy	A course of action taken to address a given problem or related set of problems. A statement of principles that informs legislation, regulation, official guidelines and operating practices intended to influence behaviour towards a stated outcome.
Result	A describable or measurable change in state that is derived from a cause-and-effect relationship. Results are defined as outputs and outcomes (which can be further qualified as immediate, intermediate or ultimate or short-term or medium term) and impact(s). The term "results" also includes: Overall Objective - equivalent to Impact and Specific Objective - equivalent to Outcome(s).
Results-Based Management (RBM)	A management strategy that centres on the achievement of desired results (outputs, outcomes, and higher-level goals/impacts) and uses information and evidence of actual results to inform decision making on the design, resourcing, and delivery of programmes and activities as well as for accountability and reporting.
Results chain/Chain of results	A relationship between inputs/activities to outputs, from outputs to outcomes, and from outcomes to impact, that are linked by causal relationships (cause and effect). Each level of the results chain is a requirement for achieving the next level in the chain.



Results Framework	Sometimes used interchangeably with the PMF, the results framework is the main tool to guide overall and systematic monitoring, evaluation and reporting of policy, programmes or project. This tool ensures that performance information is collected for all expected results regularly and on time.
Specific objectives	The main effects of the intervention focusing on environmental, behavioural, or institutional changes. <i>See related terms: Outcomes, Overall objective.</i>
Theory of Change	A depiction of the causal or logical relationships between between multiple levels of conditions or interim results needed to achieve a long-term objective or overall objective. It may be visualized as a roadmap of change, and outlines pathways or steps to get from an initial set of conditions to a desired end result. Theory of change is sometimes referred to as a logic model. Assumptions are a critical element of the TOC.

### Case Study: “Environmental Vocational Training in the Tourism Sector” Project

The Ministry of Sustainable Development and Management (MSDM) in Country X has recently introduced a policy to promote environmental conservation in the tourism and hospitality industry.

A preliminary situational analysis revealed that the rapid growth of hotel resorts in the region has had a negative impact on the environment over the last decade, including

- a. Depletion of energy resources due to high energy consumption
- b. Increase in water consumption by 30%
- c. Natural habitat and biodiversity loss and soil erosion as lands are cleared for the construction of hotel resorts
- d. Generation of tonnes of solid and liquid waste, which is sometimes discharged into the sea, leading to increased pollution

The Ministry has contracted SusTen to design and implement a 12-month environmental vocational training programme in the tourism sector, specifically in large hotel resorts. SusTen is a non-governmental organization (NGO) working within the environment management field for over 10 years. Its work focuses on reducing the harmful effects of man-made practices on the environment through education and training for sustainable tourism.

The implementation of the environmental vocational training programme across the sector will strengthen the capacity of hotel staff to improve environmental conservation practices, ultimately contributing to the preservation of biodiversity.

## II. Guidelines for the Completion of the Implementation Logic Section

*(Section 4.1. of the Project Proposal Template) and Theory of Change (Section 4.1.1 of the Project Proposal Template, page 7)*

*In this section, the applicant is required to briefly explain the Implementation Logic underlying the project. This includes an explanation of the Theory of Change and the identification of the Overall Objective (Impact), Specific Objective (Outcome), and Outputs of the project, as presented in the logframe. A logframe should be included as an annex using the prescribed format. All guidance notes must be deleted from the logframe template upon completion.*

### a. What is a Theory of Change?

Simply put, the Theory of Change (TOC) is a representation of how a project or programme is expected to lead to its desired results or lead to a particular desired change. It seeks to clarify how change is intended to happen, what progress and success look like and what it takes to get there. At first, it is voluntarily simplified so any stakeholders, including local residents, can at first glance understand what your objective is and what are the expected tangible benefits of the project or programme.

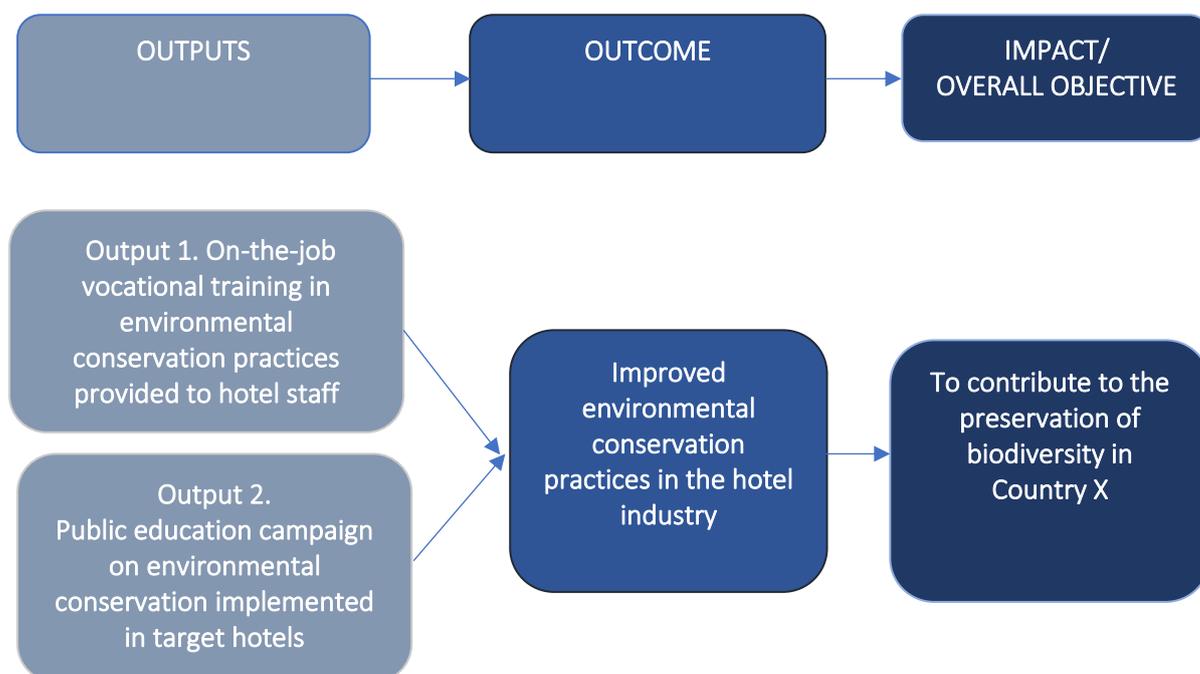
#### Steps

1. Analyze the situation and context
2. Identify the problem you are working to address
3. Clarify/work out what you want to achieve (your long-term goal/overall objective) to address the situation
4. Map the causal pathway. In other words, work backwards to specify necessary and sufficient outcomes, outputs, interventions/activities (and resources) to achieve your goal/overall objective.
5. Test the logic using “if/then” statements.
6. Identify explicit assumptions and explain them.
7. Describe the ToC with a diagram (logic model) and a written narrative accompaniment.

## Case Study Application

The SusTen team developed the following logic model and theory of change for the project.

### Logic Model



### Theory of Change

**If** SusTen provides on-the-job vocational training in environmental conservation practices to hotel staff in the hotel industry of Country X; and

**If** a public education campaign targeting guests and other visitors is implemented in selected hotels;

**Then** the hotel industry in Country X will benefit from improvements in environmental conservation and efficiency through the widescale application/adoption of measures to conserve energy and water and reduce waste. This will ultimately contribute to the preservation of Country X's biodiversity.

Some key assumptions include that:

- the hotel industry is committed to going green, that is, financing the implementation of environmentally sustainability measures and ensuring an enabling environment.
- staff are allowed and available to take up the environmental conservation training and mentoring
- Hotel guests are motivated to support the hotels' environmental conservation programmes.

## b. Developing the LogFrame

The Logical Framework is an effective analytical and management tool. It is an approach to project management that organises project components into a hierarchy of logically linked objectives; defines indicators to track accomplishment of these objectives, specifies sources/methods of data to measure indicators and takes into account external assumptions and risks that affect project success.

The Logical Frameworks considers and answers the following questions:

- What does the project/programme want to achieve? (Impact and Outcomes)
- How will the project/programme achieve this? (Outputs and Activities)
- How will we know when the project/programme has achieved this? (Indicators)
- How can we confirm that the project/programme has achieved this? (Means of Verification)
- What are the conditions that must be met for the project to achieve its objectives? (Assumptions)



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Table 1: Template of a Logical Framework with definitions of terms and concepts

	<b>Expected Results</b>	<b>Indicator</b>	<b>Baseline (value &amp; reference year)</b>	<b>Target (value &amp; reference year)</b>	<b>Current value* (reference year)</b>	<b>Source and mean of verification</b>	<b>Assumptions</b>
<b>Impact (Overall objective )</b>	<i>The broader, long-term change to which the action contributes at country, regional or sector level, in the political, social, economic and environmental global context which will stem from interventions of all relevant actors and stakeholders.</i>	<i>Quantitative and/or qualitative variable that provides a simple and reliable mean to measure the achievement of the corresponding result To be presented, when relevant, disaggregated by sex, age, urban/rural, disability, etc.</i>	<i>The value of the indicator(s) prior to the intervention against which progress can be assessed or comparisons made.</i>	<i>The intended final value of the indicator(s).</i>	<i>The latest available value of the indicator(s) at the time of reporting</i>	<i>Ideally to be drawn from the partner's strategy.</i>	<i>Not applicable</i>
<b>Outcome (s) (Specific objective(s))</b>	<i>The main medium-term effect of the intervention focusing on behavioural and institutional changes resulting <u>from the intervention</u> (It is good practice to have one specific objective only, however for large Actions, other short term outcomes can be included here)</i>		<i>The value of the indicator(s) prior to the intervention against which progress can be assessed or comparisons made.</i>	<i>The intended final value of the indicator(s).</i>	<i>(same as above)</i>	<i>Sources of information and methods used to collect and report (including who and when/how frequently).</i>	<i>Factors outside project management's control that may influence on the impact-outcome(s).</i>

	<b>Expected Results</b>	<b>Indicator</b>	<b>Baseline (value &amp; reference year)</b>	<b>Target (value &amp; reference year)</b>	<b>Current value* (reference year)</b>	<b>Source and mean of verification</b>	<b>Assumptions</b>
<b>*Other Outcomes (*where relevant)</b>	<i>Where relevant other short-term effect(s) of the intervention focusing on behavioural and institutional changes resulting from the intervention (e.g. intermediate outcomes can be accommodated here)</i>	<i>(same as above)</i>	<i>(same as above)</i>	<i>(same as above)</i>	<i>(same as above)</i>	<i>(same as above)</i>	<i>Factors outside project management's control that may impact on the SO/other outcomes linkage.</i>
<b>Outputs</b>	<i>The direct/tangible products (infrastructure, goods and services) delivered/generated by the intervention (*Outputs should in principle be linked to corresponding outcomes through clear numbering)</i>	<i>(same as above)</i>	<i>(same as above)</i>	<i>(same as above)</i>	<i>(same as above)</i>	<i>(same as above)</i>	<i>Factors outside project management's control that may influence on the other outcome(s)/output linkage.</i>

**Activity Matrix**

<p>What are the key activities to be carried out to produce the intended outputs?</p> <p>(*activities should in principle be linked to corresponding output(s) through clear numbering)</p>	<p><b>Means</b> What are the political, technical, financial, human and material resources required to implement these activities, e. g. staff, equipment, supplies, operational facilities, etc.</p> <p><b>Costs</b> What are the action costs? How are they classified? (Breakdown in the Budget for the Action)</p>	<p><b>Assumptions</b> Factors outside project management's control that may impact on the activities-outputs linkage.</p>
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### c. Steps in developing a LogFrame

#### Case study application

##### Steps to Constructing a Logical Framework

Following the articulation of the Theory of Change, the Susten Team engaged in a week-long participatory exercise to develop a logical framework for the project. The Team engaged the following steps:

**Step 1** – Review the project’s Theory of Change by testing the overall logic using ‘If’ ... ‘Then’ statements.

**Step 2:** Place the various levels of results starting with the Impact or Overall Objective statement in Column 1 - Expected Results

**Step 3** – Think out or define indicators for every level of results (impact, outcome and output) (Column 2)

**Step 4:** For each indicator determine/establish:

- Baseline (Column 3)
- Target (Column 4)
- Current value (Column 5)
- Source/Mean of Verification (Column 6)

**Step 5** – Plan for the Activities

**Step 6** - Identify the Assumptions (Column 7)

The exercise culminated in the following LogFrame for the project.



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Logframe

Expected Result	Indicator	Baseline Value (2021)	Target Value (2023)	Current Value (reference period)	Source and Means of Verification	Assumptions
<p><i>Overall Objective (Impact)</i></p> <p>To contribute to the preservation of biodiversity in Country X</p>	Tonnes of solid and liquid waste generated by the tourism sector	20,000 tonnes <i>(liquid waste = 13,600 tonnes; solid waste = 6,400 tonnes)</i>	Overall 5% reduction up to 2023 (19,000 tonnes)	TBD CHTA Annual Report will be published in March 2022)	Caribbean Hotel and Tourism Association (CHTA) Annual Report	
	Water consumption per capita in the tourism sector	TBD	TBD		Caribbean Hotel and Tourism Association (CHTA) Annual Report	
<p><i>Specific Objective (Outcome)</i></p> <p>Improved environmental conservation practices in the hotel industry</p>	Percentage of staff applying environmental conservation practices in targeted hotels	5%	50%		Evaluation reports	<p>The hotel industry is committed to going green, that is, financing the implementation of environmentally sustainability measures and ensuring an enabling environment.</p> <p>Hotel guests are motivated to support the hotels' environmental conservation programmes.</p>
	Number of hotels that have adopted environmental conservation measures	2	6	<i>To be updated in interim and final reports</i>	Evaluation reports	

Expected Result	Indicator	Baseline Value (2021)	Target Value (2023)	Current Value (reference period)	Source and Means of Verification	Assumptions
Output 1. On-the-job vocational training in environmental conservation practices provided to hotel staff	Number of hotel staff trained in environmental conservation methods	0	100	<i>To be updated in interim and final reports</i>	Register maintained by the training entity and reported at the end of the training	Staff are allowed and available to take up the environmental conservation training and mentoring
	Percentage of hotel staff who are satisfied with the training received	0	75%	<i>To be updated in interim and final reports</i>	Workshop Survey administered at end of the training by the training entity	
Output 2. Public education campaign on environment conservation practices implemented in target hotels	Number of communications tools and products on environment conservation practices made available in hotels	0	10	<i>To be updated in interim and final reports</i>	Monthly Activity report	
	Number of intended stakeholders reached	0	At least 10,000 by end of project	<i>To be updated in interim and final reports</i>	Hotel Guest Survey administered at check-out  Staff Survey administered 1 month after launch of public education campaign	

## How to align project M&E Logframe with RESEMBID LogFrame (refer to Annex: RESEMBID Programme Results Mapping Table)

All applicants are required to indicate the RESEMBID component(s) to which their project is aligned. Following project approval, further alignment with the RESEMBID MEAL system must be conducted. This may be done in the following ways:

1. Results (as per RESEMBID LogFrame) to which the project is contributing; and
2. Core indicator(s) to which the project is contributing

The indicator(s) to which the project is contributing should be appropriately included in the project MEAL system and subsequently tracked and reported on. A RESEMBID Programme Results Mapping Table (see Annex) is included in this Note to facilitate the alignment of project results with RESEMBID Programme results and indicators. It includes a definition of all core indicators. Indicator Reference Sheets are also provided by RESEMBID and may be requested by emailing [meal@resembid.org](mailto:meal@resembid.org).

### Case Study Application

The SusTen team mapped their project outputs to the following RESEMBID Programme Result Area and indicators:

#### **Thematic Area 1: Marine Biodiversity**

**Output 3.2:** *Capacity strengthening initiatives implemented for better ecosystems-based management*

**Indicator 3.2.1:** # and type of capacity strengthening initiatives in ecosystems-based management implemented

**Indicator 3.2.2:** # of staff members from relevant institutions supported with capacity strengthening initiatives in ecosystems-based management, disaggregated by sex

**Output 3.3:** *Measures to support the management and protection of marine biodiversity in OCTs implemented*

**Indicator 3.3.1:** # and type of measures implemented to manage and protect marine biodiversity in OCTs

#### **Thematic Area 2: Resilience**

**Output 1.3:** *Public education and awareness-raising campaigns on disaster risk reduction and management developed and implemented*

**Indicator 1.3.1:** # of public education and awareness-raising campaigns on disaster risk reduction and management developed/ implemented

**Indicator 1.3.2:** # of individuals reached through public education and awareness-raising campaigns on disaster risk reduction and management



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They also added the baseline value and target value for each indicator.



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### III. Guidelines for the Completion of the Monitoring, Evaluation, Accountability and Learning (MEAL) Section

(Section 6.1 of the Project Proposal Template, page 9)

In this section, the applicant is required to describe the characteristics of the MEAL system that will be utilized to monitor and report on progress and fulfil accountability and learning requirements. This includes the Approach and Methods, Key Indicators, Domains of Change, Accountability and Learning tools and processes.

a. **Approach and Methods** (Section 6.1.1. of the Project Proposal Template, page 9)

This section addresses the following questions:

*What approach and methodology will be applied to track the progress and measure achievements?*

*How will the data be collected (observation checklist, interviews, questionnaires...) from beneficiaries to collect their perception from the start of the project and readjust the action if needed?*

The choice of approach and methodology for tracking progress and measuring achievement should be guided by the indicators in the project logframe and the type of data required (whether quantitative or qualitative). Accordingly, logframes that have both quantitative and qualitative indicators will use both methods. This is referred to as the **mixed methods approach**. The applicant is required to specify the type of data collection method/tools to be used, how frequently data will be collected and reported, and by whom, for each result (i.e. output and outcome) in the logframe.

#### Data Collection Methods

Each indicator in the logframe requires a data source, data collection method and/or tool. Depending on the type of indicator, the data collection method/tool may be quantitative or qualitative. The sixth column of the project logframe (Source and Means of Verification) is used to identify the data collection methods that will be used to collect data about your indicators. In this section, the applicant is required to elaborate on these methods and processes.

**Quantitative data collection methods** complement quantitative indicators and are used to collect numerical data, i.e. data that can be counted and analyzed statistically. It is typically used to measure quantities (pure numbers, ratios or percentages). Examples of quantitative data collection methods include:

- Surveys
- Knowledge and achievement test
- Physiological health status measures
- Exit interviews
- Record abstraction

- Checklists
- Structure observation

Quantitative data collection methods are typically used when the aim is to generalize the findings to the population of interest.

**Qualitative data collection methods** are appropriate for qualitative indicators and may be used to track changes in the attitude, perception and experience of project participants, and identify why and how change is happening, using words, stories or pictures. Qualitative data is analyzed by identifying and organizing themes, topics and keywords. The findings are not generalizable to the population of interest. Qualitative data collection methods include:

- Interviews
- Focus group discussions
- Participant observation

Qualitative indicators may also rely on quantitative data collection methods.

### Case Study Application

Returning to the SusTen project, let's see what approach and/or methods have been used by the team to track the indicators related to one of its outputs.

Expected Result	Indicator	Baseline Value (2021)	Target Value (2023)	Current Value (reference period)	Source and Means of Verification	Assumptions
Output 1. On-the-job vocational training in environmental conservation practices provided	Number of hotel staff trained in environmental conservation methods	0	100	<i>To be updated in interim and final reports</i>	Register maintained by the training entity and reported at the end of the training	
	Percentage of hotel staff who are satisfied with the training received	0	75%	<i>To be updated in interim and final reports</i>	Workshop Survey administered at end of the training by the training entity	

Two quantitative indicators have been identified to measure this output. The team has selected two quantitative methods/tools - a register and a workshop survey - to collect data from

workshop participants on the indicators and verify that the results (targets) have been achieved. Also note that the frequency of data collection and the entity responsible have been specified.

For the project, in general, the team will convene internal monthly meetings to review implementation progress, and quarterly review meetings to review project performance, including actual results, variances and the necessary corrective action to improve performance.

b. **Key Indicators** (Section 6.1.2. of the Project Proposal Template, page 9)

This section focuses on the selection of key indicators for measuring the achievement of the outputs and outcomes of the project. Applicants are to be guided by the following prompts:

*Please select a set of key indicators (12 maximum) that gives the best overview of the project. It may include baseline information (current situation at the start of the project) and results indicators (what would indicate project's achievements).*

**Indicator Selection**

Indicators are the building blocks of your MEAL planning and implementation. Selecting the right indicators is a crucial step in developing your M&E framework. **Indicators must be drawn from Column 2 of the project logframe** to complete this section of the project proposal. Projects that are approved for funding are expected to further build out their MEAL system to include a Performance Measurement Framework (PMF) and an Indicator Reference sheet, which defines each of the indicators in the logframe. RESEMBID will provide the format for the preparation of these tools.

*What is an indicator?*

An indicator is a variable that allows the verification of changes produced by a development intervention relative to what was planned.

An indicator measures progress in achieving outputs and outcomes that are associated with an objective to be met, an effect, quality, a resource used, or a context variable.

*Types of Indicators*

An indicator may be quantitative or qualitative. A **quantitative indicator** is based on numerical data such as number, percentage, ratio or an index (composite of indicators) to measure progress in achieving results. An example of a quantitative indicator is “Number of public servants trained in the use of customer service standards” or “Percentage of public servants that are appraised as meeting customer service performance targets”.

On the other hand, a **qualitative indicator** is based on data from beneficiary perception and opinion and expert review. An example of a qualitative indicator includes a milestone indicator, which tracks progress towards the adoption of a new policy or legislation, or a rating scale indicator which relies on

rating scales to measure perception or opinion of a benefit. Accordingly, qualitative indicators are also quantifiable.

Indicators should be:

- **Specific:** provide a clear description of what should be measured
- **Neutral** and **objective** rather than targets for achievement
- **Measurable** either with quantitative (expressed in numbers) or qualitative (expressed in words) data

#### *Key Considerations for Indicator Selection*

1. It is recommended that the number of indicators be limited to no more than three per expected result. A single indicator may be sufficient to monitor a result; however, some results may have more than dimensions that need to be measured by more than one indicators.
2. The type of data needed for management decision-making and reporting on project performance
3. The cost of collecting and analysing data
4. For monitoring purposes, the indicator can be appropriately disaggregated by gender, age, and/or geographic location
5. Consider adapting existing indicators rather than developing new ones. Although the results may be specific to the project or context, it is often the case that there are similar projects in the local context that may be seeking to achieve similar results and for which indicators already exist. It is also better to use a tried and tested indicator than develop a new one.
6. Ensure that indicators meet data quality criteria<sup>1</sup> (Source: USAID):
  - a. Reliability: does the indicator consistently produce the same results every time it is used?
  - b. Validity: does the indicator adequately and accurately measure what it is intended to measure?
  - c. Timeliness: will the frequency of data collection allow for timely management decision making?
  - d. Precision: is the indicator precise enough to measure the expected results?
  - e. Integrity: is the indicator susceptible to manipulation or transcription errors?

#### *Core Indicators*

Core indicators are RESEMBID-defined indicators that projects are required to report on. This facilitates data aggregation across projects and makes it possible to compare results across various projects and OCTs. This also allows RESEMBID to monitor the contribution of projects to the achievement of programme level results. **The applicant is therefore required to include relevant RESEMBID core indicators in their project MEAL system.** Core indicators may be selected from the **RESEMBID Programme Results Mapping Table (see ANNEX).**

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<sup>1</sup>Adapted, USAID

### Custom Indicators

Custom indicators complement RESEMBID core indicators and are developed by the project for the purposes of monitoring progress towards the objectives of the project.

### Setting Baselines and Targets

Each indicator must have a baseline and a target. Baselines provide the starting point for measuring progress towards the intended result that is being measured by the project. It establishes the condition prior to the start of the intervention. Targets establish what is to be achieved over the life of the project. Baselines and targets must have the same unit of measure as that used by the indicator. The data source and data collection method used for both baselines and targets must also be consistent. If baseline data is not available at the time of the submission of the project proposal, the applicant must indicate 'To Be Determined' (TBD) in the baseline column, as well as, provide a timeline for baseline data collection.

#### c. **Accountability** (Section 6.1.2. of the Project Proposal Template, page 9)

This section provides guidelines for addressing the following questions:

*How will information on the project's performance, such as economic, social, and environmental impacts, be communicated?*

*Are any mechanisms for feedback/complaint/redress of grievance in place or planned, through which stakeholders and beneficiaries may share feedback and/or challenge decisions or actions that affect them negatively?*

*In this section, the applicant is expected to identify the primary stakeholders, their information needs and how data/information on project progress and performance will be appropriately communicated (i.e. format and communication channels). The applicant must establish how it will account to RESEMBID, the EU, OCT officials, national focal points, etc. for the results of their project.*

### Reporting

The applicant is expected to indicate **how** and **when** information on the project's performance will be communicated to RESEMBID. RESEMBID requires the preparation and submission of quarterly and annual progress reports using the prescribed reporting template. RESEMBID also encourages the dissemination of project reports to other primary stakeholders, including beneficiaries, national focal points, and partners. The main stakeholders to be targeted, along with a brief description of the information to be shared in reports, the communication channels to be used for dissemination, and the frequency of dissemination should be included in the project document.

### Mechanism for Feedback/Complaint/Redress of Grievances

The applicant is also expected to establish an appropriate communication mechanism (such as a feedback-and-response mechanism) for stakeholders and beneficiaries to voice feedback, ideas, suggestions, concerns and complaints and for the project to provide a response.

The project applicant should briefly describe the mechanism to be put in place to:

- Receive feedback/complaints/grievance. (Channels that may be used by project stakeholders to provide feedback include: an email address, a hotline, website, suggestion box, help desk, or community meetings/fora, SMS)
- Process the feedback/complaint/grievance
- Provide feedback/responses. Channels that may be used by the project to respond include meetings, text messages, radio programmes, or community workshops

The mechanism should also indicate:

- What specific information is required
- Redress options
- Turnaround time

### Case Study Application

In accordance with the **reporting requirements** of the Ministry of Sustainable Development and Management (MSDM), the SusTen team prepares quarterly progress reports and a final report at the end of the project. It also disseminates project results to project beneficiaries (hotel management and participants) via a quarterly newsletter that is emailed. The MSDM also provides project updates via its website.

The SusTen team also designed a **feedback-and-response mechanism** that allows the project to collect feedback, ideas, suggestions, concerns and complaints from participants via email and face-to-face meetings. A member of the project staff is assigned as focal point to receive and facilitate the processing of feedback. Operational feedback is examined at project team meetings. Grievances at the resort level are processed by a resort complaint management committee, that addresses issues related to the introduction of environmental conservation measures to the hotels. The project uses face-to-face meetings and emails to provide a response to the feedback received.

#### d. **Learning** (Section 6.1.4. of the Project Proposal Template, page 9)

This section addresses the following questions:

*What is expected to be learned from this project? What are the anticipated key learnings that could be developed through the project?*

*Describe how the intervention approach and its lessons learned will or could be communicated internally as well as to other relevant stakeholders.*

*Is the field of intervention of interest for academic research? If so, should partnerships be established with research labs or institutes?*

*Describe if a dataset (if any) generated by the intervention will be made open and public.*

This section should indicate what activities or processes will be implemented to promote intentional reflection and learning that can translate into improved practice for the project, RESEMBID, organizations and the sector.

It is important to identify any learning questions (critical knowledge gaps) that the project is trying to answer as part of a larger learning agenda (organisational or RESEMBID-promoted), and which can be informed by using evidence from the project. The project should also propose a set of activities that may be used to address these questions, and products that may be used to disseminate findings that are useful.

### Case Study Application

SusTen decided to provide information to the MSDM, the tourism sector, environmentalists, tourists and citizens of Country X on actual practices and the gaps in necessary skills and capacity that need to be closed in order to address the link between tourism and biodiversity conservation.

Knowledge gaps/questions that the project decided to address include:

- To what extent are best practices already in place in hotels to minimize adverse environmental impacts?
- To what extent is the position of “sustainability manager” or “sustainability referee” already filled in target hotels in Country X?
- What are the challenges faced by sustainability referees?
- What are the main hindrances to the trainees’ implementation of the skills and practices acquired through the training?
- To what extent is the training content in line with overall hotel management policy and practices?
- To what extent can environmental impact data from the tourism sector be integrated with national statistics to inform policy making decisions?
- To what extent have COVID protocols (increased consumption of water for hand washing, masks disposal) had a negative effect on the achievement of project objectives?

Knowledge, including lessons learned and best practices, will be shared internally at quarterly review meetings and externally through the various professional networks and events in which the SusTen, the MSD and target hotels participate.

## ANNEX: RESEMBID PROGRAMME RESULTS MAPPING TABLE

The table below presents the RESEMBID Programme Outputs and Core Indicators. It may be used to align and map project outputs and indicators to the RESEMBID indicator options presented for each Programme output.

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
<b>COMPONENT 1: RESILIENCE</b>					
<b>Specific Objective (Outcome 1): Increased resilience of OCTs to adapt to extreme and recurrent natural events and COVID-19</b>					
<b>Output 1.1: National policies, plans and strategies introduced/revised to address gaps in disaster risk reduction and management</b>					
1.1.1: # of national policies, plans and strategies introduced/ revised to address gaps in disaster risk reduction and management	<p>This indicator measures both new and existing legislative, regulatory, policy, and strategy instruments that have been introduced or revised to address gaps in disaster risk reduction management, which will provide indication of the direction in which the OCTs are headed with respect to disaster risk reduction. Instruments go through various stages of development until they are finally approved.</p> <p>The greater the number of policies, plans and strategies developed, the greater the reduction in the gaps in disaster risk reduction and management.</p> <p>Disaster risk management is the application of disaster risk reduction policies and strategies to prevent new disaster risk, reduce existing disaster risk and manage residual risk, contributing to the strengthening of resilience and reduction of disaster losses<sup>2</sup>.</p>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	

<sup>2</sup> Source: <https://www.undrr.org/terminology/disaster-risk-management>

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
<b>Output 1.2: Technologies or innovative approaches introduced/updated/disseminated in OCTs to support disaster risk reduction and management</b>					
<b>1.2.1: # of technologies or innovative approaches introduced/updated/disseminated in OCTs to support disaster risk reduction and management</b>	<p>This indicator counts the various <b>technologies or innovative approaches</b> developed or implemented to support <b>disaster risk reduction and management</b>, which will provide indication of readiness.</p> <p>Technology has increased effectiveness and efficiency across almost every aspect of human life. Likewise, increased use of technology and innovative approaches for disaster risk reduction and management is expected to yield better results.</p> <p>Such innovative approaches may include early warning systems, and smart constructions, strengthening of geo-spatial information technologies, inclusion of the perspective of young scientists, policy coherence and monitoring, social networking and communication.</p> <p>Some specific examples include use of drones in post disaster risk assessment, use of social networking services to alert and provide updates and disaster risk insurance and crowdfunding over social media platforms for natural disaster response.</p> <p><b>Disaster risk reduction</b> is aimed at preventing new and reducing existing disaster risk and managing residual risk, all of which contribute to strengthening resilience and therefore to the achievement of sustainable development<sup>3</sup>.</p>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	

<sup>3</sup> Source: <https://www.undrr.org/terminology/disaster-risk-reduction>

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	<b>Disaster risk management</b> is the application of disaster risk reduction policies and strategies to prevent new disaster risk, reduce existing disaster risk and manage residual risk, contributing to the strengthening of resilience and reduction of disaster losses <sup>4</sup> .				
<b>Output 1.3: Public education and awareness-raising campaigns on disaster risk reduction and management developed and implemented</b>					
<b>1.3.1: # of public education and awareness-raising campaigns on disaster risk reduction and management developed/ implemented</b>	<p>This indicator measures the number of public education and awareness-raising campaigns on disaster risk reduction and management developed and implemented. Campaigns may be implemented across various media platforms.</p> <p>Public education and awareness-raising are important strategies to help the general public become better prepared for a disaster, strengthen resilience, and, as a result, minimize the impact of emergencies and disasters. These processes seek to inform and educate people about a topic or issue with the intention of influencing their attitudes, behaviours and beliefs towards the achievement of a defined purpose or goal<sup>5</sup>.</p> <p>Public education and awareness-raising help communities to become more resilient through better understanding of the issues affecting the environment.</p> <p>Campaigns are one type of tool or method for carrying out public education and awareness-raising actions.</p>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	

<sup>4</sup> Source: <https://www.undrr.org/terminology/disaster-risk-management>

<sup>5</sup> Sayers, R. (2006). Principles of Awareness Raising. UNESCO: Bangkok, p. 11-12.

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	<p>Disaster risk reduction is aimed at preventing new and reducing existing disaster risk and managing residual risk, all of which contribute to strengthening resilience and therefore to the achievement of sustainable development<sup>6</sup>.</p> <p>Disaster risk management is the application of disaster risk reduction policies and strategies to prevent new disaster risk, reduce existing disaster risk and manage residual risk, contributing to the strengthening of resilience and reduction of disaster losses<sup>7</sup>.</p>				
<p><b>1.3.2: # of individuals reached through public education and awareness-raising campaigns on disaster risk reduction and management</b></p>	<p>This indicator measures the number of individuals (males/females) participating in, or reached via public education and awareness-raising campaigns on disaster risk reduction and management implemented with RESEMBID's support.</p> <p><b>Individuals</b> refer to persons (males/females) in the general public that would have participated in specific public awareness events implemented by projects funded by RESEMBID, or reached via various communication products and tools such as newsletters, brochures, magazines, documentaries, songs, social media, websites, advertisements, infomercials, WhatsApp messaging, etc..</p>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	

<sup>6</sup> Source: <https://www.undrr.org/terminology/disaster-risk-reduction>

<sup>7</sup> Source: <https://www.undrr.org/terminology/disaster-risk-management>

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	<p><b>Public awareness</b> helps communities to become more resilient through awareness of the issues affecting its environment.</p> <p><b>Disaster risk reduction</b> is aimed at preventing new and reducing existing disaster risk and managing residual risk, all of which contribute to strengthening resilience and therefore to the achievement of sustainable development<sup>8</sup>.</p> <p><b>Disaster risk management</b> is the application of disaster risk reduction policies and strategies to prevent new disaster risk, reduce existing disaster risk and manage residual risk, contributing to the strengthening of resilience and reduction of disaster losses<sup>9</sup>.</p>				
<b>Output 1.4: COVID-19 Resilience Response Facility provided in targeted sectors</b>					
<b>1.4.1: # of sectors in OCTs supported by the COVID-19 Resilience Response Facility, by type of sector</b>	<p>This indicator counts the number of sectors in OCTs supported by the COVID-19 Resilience Response Facility.</p> <p>RESEMBID's COVID-19 Response Facility is centered around mainstreaming, "safeguarding" and "reinforcing" resilience in the health sector and beyond. It includes measure such as:</p> <ul style="list-style-type: none"> <li>• Strengthening institutional capacity to respond to the COVID-19 pandemic</li> <li>• Provision of ethical support to primary and institutional stakeholders and frontline entities</li> </ul>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in</i></p>	

<sup>8</sup> Source: <https://www.undrr.org/terminology/disaster-risk-reduction>

<sup>9</sup> Source: <https://www.undrr.org/terminology/disaster-risk-management>

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	<ul style="list-style-type: none"> <li>Staff training and deployment of response teams</li> <li>Technical assistance for pandemic response strategy and policy development</li> <li>Equipment and supplies specifically related to COVID-19 crisis response needs</li> <li>Public education and community mobilisation programmes.</li> </ul> <p><b>Sectors</b> include: education, health, social protection, energy, agriculture, waste management, etc.</p>			<i>interim and final reports)</i>	
<b>Output 1.5: Accurate data and information provided to targeted population for disaster preparedness, emergency management, recovery and for COVID-19 response</b>					
<b>1.5.1: # of households reached with data and information on disaster preparedness, emergency management, recovery and for COVID-19 response</b>	<p>This indicator measures the number of households which have been reached with data and information related to disaster preparedness management and recovery for COVID-19. It is assumed that households that have more information are better able to respond to disasters.</p> <p><b>Household</b> refers to a single housing unit occupied by one or more persons.</p> <p><b>Disaster preparedness</b> is a set of measures undertaken by the state, communities and other organizations and individuals to respond to and cope with the aftermath of natural and man-made disasters. The aim is to reduce loss of lives and livelihoods</p> <p><b>Emergency management</b> is the function of organizing and coordinating resources and responsibilities via a framework that enables communities to reduce vulnerability to hazards and responds to natural and man-made disasters.</p>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	<p><b>Disaster recovery</b> is an organization's ability and methods used to resume functionality after a disaster, attack, or any other type of disruption to its operation.</p> <p><b>COVID-19 response</b> refers to the slew of measures taken to respond to and address the effects of the pandemic caused by the novel coronavirus. Though the pandemic is primarily health related, every sector is affected posing a major economic threat to each nation and therefore increasing their vulnerability.</p>				
<p><b>1.5.2: # of initiatives undertaken to enhance the quality of data and information on disaster preparedness, emergency management, recovery and COVID-19 response</b></p>	<p>This indicator speaks to the number of initiatives taken to improve the quality of the data/information on disaster preparedness, emergency management, recovery and COVID-19 response.</p> <p><b>Initiatives</b> refers to specific actions taken by key stakeholders, especially those in the public sector agencies with specific or related mandates, to improve the quality of data and level of accuracy in reporting on disaster preparedness, emergency management, recovery and COVID-19 response. Examples of initiatives include: conducting data audits, implementing capacity strengthening programmes for statisticians and data collectors, and establishing guidelines for data standardization and databases for sharing of information.</p> <p><b>Data quality</b> refers to the completeness, accuracy, consistency, reliability and how current and available the required information is.</p>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	<p><b>Disaster preparedness</b> is a set of measures undertaken by the state, communities and other organizations and individuals to respond to and cope with the aftermath of natural and man-made disasters. The aim is to reduce loss of lives and livelihoods</p> <p><b>Emergency management</b> is the function of organizing and coordinating resources and responsibilities via a framework that enables communities to reduce vulnerability to hazards and responds to natural and man-made disasters.</p> <p><b>Disaster recovery</b> is an organization's ability and methods used to resume functionality after a disaster, attack, or any other type of disruption to its operation.</p> <p><b>COVID-19 response</b> refers to the various measures taken to respond to and address the effects of the pandemic caused by the novel coronavirus. Though the pandemic is primarily health related, every sector is affected posing a major economic threat to each nation and therefore increasing their vulnerability.</p>				
<b>COMPONENT 2: SUSTAINABLE ENERGY</b>					
<b>Specific Objective (Outcome 2): Increased energy efficiency and green growth in the OCTs</b>					
<i>Output 2.1: Strategic and regulatory frameworks for energy diversification and transition introduced or revised</i>					
<b>2.1.1: # of strategic and regulatory frameworks for energy diversification and transition introduced or revised</b>	This indicator measures the number of strategic and regulatory frameworks that are in place or have been introduced or revised to enable energy diversification and transition.	0		<i>The latest available value of the indicator(s) at the time of reporting</i>	

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	<p><b>Strategic and Regulatory Frameworks</b> are structures used to manage the performance and execution of task and responsibilities required to achieve a desired end. They may include legislation, agreed upon procedures, timelines, regulations, guidelines, and codes which governs the process.</p> <p><b>Energy diversification and transition</b> is crucial to energy security. It refers to the shift from the heavy dependence and use of fossil-based fuels towards the use of more renewable and environmentally friendly energy sources such as wind power, solar power, hydroelectric power and other renewable sources.</p>			(* to be updated in interim and final reports)	
<b>Output 2.2: Capacity strengthening initiatives in energy diversification and transition<sup>10</sup> implemented</b>					
<b>2.2.1: # and type of capacity strengthening initiatives for energy diversification and transition implemented</b>	<p>This indicator measures the number and type of initiatives implemented to increase the capacity of OCTs for energy diversification and transition.</p> <p><b>Capacity strengthening initiatives</b> in energy diversification may include training of staff in relevant states agencies in mainstreaming energy diversification and transition and the development of governance structures or frameworks to implement energy diversification and transition strategies and measures in relevant OCT sectors and communities.</p> <p><b>Energy diversification and transition</b> is crucial to energy security. It refers to the shift from the heavy dependence and use of fossil-based fuels towards the use of more renewable</p>	0		<p>The latest available value of the indicator(s) at the time of reporting</p> <p>(* to be updated in interim and final reports)</p>	

<sup>10</sup> To include courses in renewable energy

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	and environmentally friendly energy sources such as wind power, solar power, hydroelectric power and other renewable sources.				
<b>2.2.2:</b> # of staff from government institutions supported with capacity strengthening programmes in energy diversification and transition, disaggregated by sex	<p>This indicator measures the number of staff from public sector institutions who have been supported with capacity strengthening opportunities in energy diversification and transition.</p> <p><b>Capacity strengthening initiatives</b> in energy diversification may include training of staff in relevant states agencies in mainstreaming energy diversification and transition and the development of governance structures or frameworks to implement energy diversification and transition strategies and measures in relevant OCT sectors and communities.</p> <p><b>Energy diversification and transition</b> is crucial to energy security. It refers to the shift from the heavy dependence and use of fossil-based fuels towards the use of more renewable and environmentally friendly energy sources such as wind power, solar power, hydroelectric power and other renewable sources.</p>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	
<b>Output 2.3: Policies and compliance measures introduced or revised to support scaling up of energy efficient practices and renewable energy</b>					
<b>2.3.1:</b> # of policies or compliance measures introduced or revised to support scaling up of energy efficient practices and renewable energy in OCTs	<p>This indicator measures the number of policies or measures of compliance developed to support scaling up of energy efficient practices and renewable energy in OCTs.</p> <p><b>Scaling up</b> refers to making something greater in size, amount, or extent than it used to be.</p>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p>	

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	<p><b>Policies or compliance measures</b> refer to requirements or standards put in place to ensure or enforce energy efficiency in OCTs.</p> <p><b>Energy efficient practices</b> include the use of renewable energy such as solar power in the homes and businesses, use of energy efficient appliances and lightings, by reusing instead of remaking (recycling), by walking more instead of driving and by building more energy efficient homes and buildings.</p> <p><b>Renewable energy</b> is energy derived from sources that are not depleted once used. Renewable energy sources include wind power, solar power (thermal, photovoltaic and concentrated), hydro power, tidal power, geothermal energy, ambient heat captured by heat pumps, biofuels and the renewable part of waste<sup>11</sup>. These sources are important because they provide a sustainable alternative to energy generated from non-renewable sources such as fossil fuels, which is detrimental to the natural environment.</p>			(* to be updated in interim and final reports)	
<b>Output 2.4: Public education and awareness-raising campaigns on energy efficient measures and practices developed/ implemented</b>					
<b>2.4.1: # of public education and awareness-raising campaigns on energy efficient measures and practices developed/ implemented</b>	This indicator measures the number of campaigns developed/implemented to bring awareness to the public about energy efficient measures and practices, which is expected to contribute to increased use of renewable energy.	0		The latest available value of the indicator(s)	

<sup>11</sup> Directive (EU) 2018/2001.

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	<p><b>Campaigns</b> are one type of tool or method for carrying out public education and awareness-raising actions.</p> <p><b>Public education and awareness-raising</b> are important strategies to help to inform and educate people about a topic or issue with the intention of influencing their attitudes, behaviours and beliefs towards the achievement of a defined purpose or goal<sup>12</sup>.</p> <p><b>Energy efficient measures and practices</b> may include the use of renewable energy such as solar power in the homes and businesses, use of energy efficient appliances and lightings, by reusing instead of remaking (recycling), by walking more instead of driving and by building more energy efficient homes and buildings.</p>			<p><i>at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	
<p><b>2.4.2:</b> # of individuals reached through public education and awareness-raising campaigns on energy efficient measures and practices</p>	<p>This indicator measures the number of individuals reached through campaigns developed/implemented to bring awareness to the public about energy efficient measures and practices, which is expected to contribute to increased use in renewable energy.</p> <p><b>Individuals</b> refer to persons (males/females) in the general public that would have participated in specific public awareness events implemented by projects funded by RESEMBID, or reached via various communication products and tools such as newsletters, brochures, magazines, documentaries, songs, social media, websites, advertisements, infomercials, WhatsApp messaging, etc..</p>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	

<sup>12</sup> Sayers, R. (2006). Principles of Awareness Raising. UNESCO: Bangkok, p. 11-12.

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	<p><b>Public education and awareness-raising</b> are important strategies to help to inform and educate people about a topic or issue with the intention of influencing their attitudes, behaviours and beliefs towards the achievement of a defined purpose or goal<sup>13</sup>.</p> <p><b>Campaigns</b> are one type of tool or method for carrying out public education and awareness-raising actions.</p> <p><b>Energy efficient measures and practices</b> may include the use of renewable energy such as solar power in the homes and businesses, use of energy efficient appliances and lightings, by reusing instead of remaking (recycling), by walking more instead of driving and by building more energy efficient homes and buildings.</p>				
<b>Output 2.5: National and regional pilot projects implemented to introduce innovative technology in renewable energy</b>					
<b>2.5.1: # of national and regional pilot projects implemented to introduce innovative technology in renewable energy</b>	<p>This indicator measures the number of pilot projects implemented to introduce innovative technology in renewable energy to increase their usage.</p> <p><b>Pilot projects</b> are essentially mini-versions of projects that test the viability/feasibility of executing the project at full scale.</p> <p><b>Innovative technology</b> here refers to renewable energy produced through the latest machinery or equipment developed from the application of scientific knowledge. This</p>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in</i></p>	

<sup>13</sup> Sayers, R. (2006). Principles of Awareness Raising. UNESCO: Bangkok, p. 11-12.

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	<p>may include the latest innovation in solar technology, such as solar roof tiles.</p> <p><b>Renewable energy</b> is energy derived from sources that are not depleted once used. Renewable energy sources include wind power, solar power (thermal, photovoltaic and concentrated), hydro power, tidal power, geothermal energy, ambient heat captured by heat pumps, biofuels and the renewable part of waste. These sources are important because they provide a sustainable alternative to energy generated from non-renewable sources such as fossil fuels, which are detrimental to the natural environment.</p>			<i>interim and final reports)</i>	
<b>Output 2.6: Initiatives implemented to support research and knowledge exchange on relevant sustainable energy matters within OCTs</b>					
<b>2.6.1: # of initiatives implemented to support research and knowledge exchange on relevant sustainable energy matters within OCTs</b>	<p>This indicator measures the various initiatives executed to support the research and knowledge sharing around matters relating to sustainable energy in OCTs.</p> <p>Initiatives refers the range of projects, programmes and actions undertaken to expand and promote research and knowledge sharing on sustainable energy.</p> <p>Research and knowledge exchange is the process by which users of research or researched data engage in a two-way exchange to further share ideas, insights and experiences, which further enriches the field and deepen the impact of the research.</p> <p>Sustainable energy is derived from resources that can maintain current operations without jeopardizing the energy needs or climate of future generations. The most popular</p>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	sources of sustainable energy, including wind, solar and hydropower, are also renewable <sup>14</sup> .				
<b>COMPONENT 3: MARINE BIODIVERSITY</b>					
<b>Specific Objective (Outcome 3): Improved protection and sustainable management of OCT's marine biodiversity (MBD)</b>					
<b>Output 3.1: Evidence-based policy/legislation developed for sustainable management of marine biodiversity</b>					
<b>3.1.1: # of evidence-based policies/legislation developed for the sustainable management of marine biodiversity</b>	<p>This indicator measures the number of evidence-based policies/legislation developed for the sustainable management of marine biodiversity.</p> <p><b>Evidence-based policies/legislation</b> are those that are developed and informed by research and data to address sustainable management of marine biodiversity. They may include laws that prevent certain actions proven to have a direct impact on marine biodiversity.</p> <p><b>Sustainable management</b> refers to the use of natural resources at a rate at which they can be renewed by the earth and meet the needs of both present and future generations.</p> <p>Marine biodiversity refers to the variability among living organisms from all sources, including inter alia, terrestrial, marine and other aquatic ecosystems and the ecological complexes of which they are part;</p>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	

<sup>14</sup> <https://energy.sais.jhu.edu/articles/renewable-energy-vs-sustainable-energy/> accessed 9th February 2022.

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	including diversity within species, between species and of ecosystems. (Source: CBD, Art. 2) <sup>15</sup>				
<b>Output 3.2: Capacity strengthening initiatives implemented for better ecosystems-based management</b>					
<b>3.2.1: # and type of capacity strengthening initiatives in ecosystems-based management implemented</b>	<p>This indicator measures the number and type of initiatives implemented to strengthen the capacity of OCTs for ecosystem-based management</p> <p>Capacity strengthening initiatives include training workshops, seminars, forums aimed at imparting knowledge to individuals in a specific area.</p> <p>Ecosystems-based Management (EBM) is a balanced approach to managing the environment and natural resources and human activities to ensure coexistence with native ecosystems. It requires looking at things from multiple standpoints and acknowledges a society that requires that human needs are met while protecting the ecosystem and biodiversity conservation.</p> <p>Initiatives to strengthen the capacity for ecosystem-based management may include:</p> <ul style="list-style-type: none"> <li>• Training to develop local governance structure for EBM of local resources</li> <li>• Establishment and training of water management committees on the importance of water ecosystem services</li> </ul>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	

<sup>15</sup> <https://leap.unep.org/knowledge/glossary/marine-biodiversity> accessed 9th February, 2022.

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
<p><b>3.2.2:</b> # of staff members from government institutions supported with capacity strengthening initiatives in ecosystems-based management, disaggregated by sex</p>	<p>This indicator measures the number of staff (males/females) from relevant organizations who received capacity strengthening support in ecosystem-based management.</p> <p>Capacity strengthening initiatives include training workshops, seminars, forums aimed at imparting knowledge to individuals in a specific area.</p> <p><b>Ecosystems-based Management (EBM)</b> is a balanced approach to managing the environment and natural resources and human activities to ensure coexistence with native ecosystems. It requires looking at things from multiple standpoints and acknowledges a society that requires that human needs are met while protecting the ecosystem and biodiversity conservation.</p> <p>Initiatives to strengthen the capacity for ecosystem-based management may include:</p> <ul style="list-style-type: none"> <li>• Training to develop local governance structure for EBM of local resources</li> <li>• Establishment and training of water management committees on the importance of water ecosystem services</li> </ul>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	
<p><b>Output 3.3: Measures to support the management and protection of marine biodiversity in OCTs implemented</b></p>					
<p><b>3.3.1:</b> # and type of measures implemented to manage and protect marine biodiversity in OCTs</p>	<p>This indicator measures the number and type of initiatives implemented to manage and protect marine biodiversity in OCTs</p>	0		<p><i>The latest available value of the indicator(s)</i></p>	

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	<p>Especially in the face of always impending natural and climate related disasters, managed and properly protected marine ecosystems will bring substantial health, social and economic benefits to coastal communities and to the OCT as a region. Efforts to increase marine biodiversity resilience and reduce marine biodiversity losses are therefore critical.</p> <p><b>Measures</b> include any plan or course of action aimed at protecting marine biodiversity in the OCTs and includes sustainable fisheries management, control of invasive marine and terrestrial species, establishing and replicating coral reef restoration techniques, supporting evidence-based integrated coastal management, and developing sustainable management practices to better enforce protective regulations</p> <p>Marine biodiversity refers to the variability among living organisms from all sources, including inter alia, terrestrial, marine and other aquatic ecosystems and the ecological complexes of which they are part; including diversity within species, between species and of ecosystems. (Source: CBD, Art. 2)<sup>16</sup></p>			<p><i>at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	

<sup>16</sup> <https://leap.unep.org/knowledge/glossary/marine-biodiversity> accessed 9th February, 2022.

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
<b>Output 3.4: Marine biodiversity monitoring systems introduced/implemented</b>					
<b>3.4.1: # of OCTs with new or updated monitoring systems to better enforce protective regulations for marine biodiversity</b>	<p>This indicator measures the number of OCTs that have acquired new or have updated monitoring systems to better enforce protective regulations for marine biodiversity.</p> <p><b>Monitoring systems</b> refer to a set of initiatives put in place to protect life below the water in OCTs. They may include underwater cameras, the frequent collection of DNA samples to assess the health of biodiversity and collecting water samples to test for hazardous substances and assess marine health.</p> <p><b>Protective regulations</b> are laws put in place to prevent harm to marine biodiversity by humans. These may include regulations against illegal dumping, littering, overfishing and the use of harmful chemicals and other practices that may harm marine health.</p>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	
<b>Output 3.5: Data, statistics and information repositories expanded for the protection of OCTs' MBD</b>					
<b>3.5.1: # of data, statistics and/or information repositories/systems introduced/updated for the protection of MBD</b>	<p>This indicator measures the number of data statistics and/or information repositories/systems introduced/updated for the protection of MBD</p> <p><b>Introduced</b> means newly put in place or established for the first time.</p> <p><b>Updated</b> means that an existing system has been improved or modernized.</p> <p>A data statistic and/or information repository/system is a large database infrastructure that collects, manages, stores and shares data sets for analysis and reporting. It often</p>	0		<p><i>The latest available value of the indicator(s) at the time of reporting</i></p> <p><i>(* to be updated in interim and final reports)</i></p>	

Output and Indicators	Definition	Baseline value (2019)	Target value (reference year)	Current value (insert date)	Comments or additional information
	consolidates data from many sources and provide the benefit of making the data available in one place for easy access and reliability.				