Government of Nepal

Ministry of Agriculture and Livestock Development

Food and Nutrition Security Enhancement Project (FANSEP)

Monitoring and Evaluation Strategy

GAFSP Grant No.: TF A8013

Project ID: P164319

Project Management Unit

Hariharbhawan, Lalitpur

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ABBREVIATIONS & ACRONYMS

BCC	Behaviour Change Communication	MSME	Micro Small and Medium Enterprise
CSA	Climate Smart Agriculture	MSNP	Multi-Sector Nutrition Plan
CTOs	Cluster Technical Officers	NARC	Nepal Agricultural Research Council
DFTQC	Department of Food Technology and	NFS	Nutrition Field School
DIME	Development Impact Evaluation	NGO	Non-Government Organizations
DoA	Department of Agriculture	NPC	National Planning Commission
DoLS	Department of Livestock Services	NSB	National Seed Board
DP	Development Partner	PAD	Project Appraisal Document
DFTQC	Department of Food Technology and	PCU	Project Cluster Unit
FANSEP	Food and Nutrition Security Enhancement	PDO	Project Development Objective
FAO	Food and Agriculture Organization of the	PG	Producer Group
FAO TA	FAO Technical Assistance	PIM	Project Implementation Manual
FBS	Farm Business School	PMIS	Project Management Information System InInformation System
FFS	Farmer Field School	PMU	Project Management Unit
GAFSP	Global Agriculture and Food Security	PSC	Project Steering Committee
GoN	Government of Nepal	RBM	Result Based Management
HH	Household	SDG	Sustainable Development Goal
HNG	Home Nutrition Garden	SC	Steering Committee
ICT	Information Communication Technology	SLCC	State Level Coordination Committee
IEC	Information Education Communication	SPs	Service Providers of Implementing partners
LMBIS	Line Ministry Budget Information System	TCC	Technical Coordination Committee
M&E	Monitoring and Evaluation	TL	Team Leader
MCPSUs	Municipality Cluster Project Support Unit	ToC	Theory of Change
MIS	Management Information System	ToT	Training of Trainers
MoALD	Ministry of Agriculture and Livestock	UN	United Nations
MoF	Ministry of Finance	USD	United States Dollar
MoFAGA	Ministry of Federal Affair and General	UTF	Unilateral Trust Fund
MoHP	Ministry of Health and Populations	WB	World Bank

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INTRODUCTION

Project overview

1. **Food and Nutrition Security Enhancement Project (FANSEP)** is designed to enhance climate resilience, improve agricultural productivity and nutrition practices of targeted smallholder communities in selected areas of Nepal. These are to be achieved through interventions under four components: (a) Component A: Climate and Nutrition Smart Agriculture Technology Adaptation and Dissemination (US$7 million) will support improvements in productivity and postharvest management of crops and livestock by promoting appropriate climate-smart and nutrition-sensitive technologies through improved extension and research services and efficient dissemination to producers; (b) Component B: Income Generation and Diversification (US$7 million) will support improvement and diversification of the income-generating capacity of targeted beneficiaries by reducing transaction costs through investments in critical business skills and productive assets, supporting value-added activities, and building market linkages; (c) Component C: Improving Nutrition Security (US$5 million) will address the underlying causes of malnutrition by making the food system responsive to these causes to provide adequate, safe, diversified, and nutrient-rich food; and (d) Component D: Project Management, Communication, and M&E (US$3.7 million) will support project implementation and project monitoring and evaluation.

2. **Project coverage**. The project will focus on eight districts (four in mid-hills and four in terai) and 16 rural municipalities (two municipalities per district), which are selected based on the following criteria: (a) earthquake or flood affected (losses), (b) climate change vulnerability ranking, (c) HDI ranking, (d) incidence of malnutrition,(e) food security status, and (f) poverty status. The project will target the following districts in the mid hills-Dhading, Gorkha, Dolakha, and Sindhupalchok and the following districts for the terai (plains)- Saptari, Siraha, Mahottari, and Dhanusha. In each district, two rural municipalities (Gaun Palikas) are selected for project implementation: Gajuri and Benighat Rorang (Dhading), Gandaki and Barpak Sulikot (Gorkha), Tamakoshi and Kalinchowk (Dolakha), Lisankhu Pakhar and Indrawati (Singhupalchowk), Bishnupur and Rajgarh (Saptari), Aurahi and Bariyarpatti (Siraha), Dhanauji and Mukhiyapatti Musharniya (Dhanusha) and Ekdara and Pipara (Mahottari).

3. **Project beneficiaries.** Primary or direct project beneficiaries are vulnerable (earthquake/flood- affected, acutely food insecure, disadvantaged, marginalized, and women headed) households. These include smallholder and marginal farmers, landless farmers, agricultural laborers and members of households with young children, adolescent girls, and pregnant and nursing women (component A and C). Members of farmer/producer groups and farm enterpises will be supported under the component B. Around 65% of the total beneficiaries are expected to be female.

4. **Beneficiary selection methodology.** To select the most marginalized households in a transparent and objective manner, individual beneficiaries will be identified through the use of a proxy means test (PMT) at the household level within the selected rural municipalities (RM). The PMT consists of a short survey of 14 questions about assets and household characteristics, administered by an enumerator at the household level. Based on the answers to these questions, a proximate poverty score is generated, and in cases where the score is below the pre-determined cut-off, the household is elegible to participate in the project and will be invited to do so.

5. **Project implementation timeline.** The project became effective on 27 September 2018 with a project closing date of 30 June 2023.

6. **Project implementation arrangement.** The Ministry of Agriculture and Livestock Development (MoALD) is the executing ministry and it will be supported by the Ministry of Health and Population (MoHP) for coordination of nutrition services. At the central level, there is a Project Steering Committee (SC) to provide strategic oversight and guidance, and a Technical Coordination Committee to provide technical guidance and recommendations to the SC. The project management unit (PMU) is comprised of MOALD designated technical, M&E, fiduciary and safeguards specialists. It is supported by technical assistance (TA) from FAO, DIME of World Bank, and consultants. The project

has four Project Cluster Units (PCUs) located in three provinces of Nepal. Each PCU oversees four rural municipalities within two project districts. FAO TA covers support with implementation of technical components as well as building and managing the project M&E.

7. **Restructuring in response to the COVID-19 pandemic.** COVID-19 has significantly affected the implementation of FANSEP activities because of the lockdown decision and restrictions imposed by the federal and local governments. The situation has not yet been normalized. Project is not formally restructured because of COVID-19. In this context, the project team decided to implement activities with alternative approach (minimizing mass gathering, ensuring COVID safety measures in line with the health protocol of the Government of Nepal and maximum utilization of the virtual platforms) where possible. Project team has drafted alternative working modality in COVID context and discussed with World Bank to move forward in the current context. M&E activities and data recording aginst the progresses of implemented FANSEP activities will also consider the same approach where possible. FLTs from SPs will maintain data of each FANSEP interventions in printed papers in the prescribed format. Data and progress report will be documented by the project M&E team utilizing virtual platforms (email, telephone etc.). FLTs and cluster technical specialists of FAO TA will be technically backed up with frequent correspondences by the project M&E team and relevant experts via telephone, email, virtual meetings etc in COVID context. Field inspections are done by the project cluster unit and SPs FLTs and with limited physical presence of central team in COVID context, which will be more intensive once the COVID situation is fully normalized.

Theory of Change

8. The development objective of the project is to *enhance climate resilience (objective 1), improve agricultural productivity (objective 2) and nutrition practices (objective 3) of targeted smallholder farming communities in selected areas of Nepal.* The project components are designed to complement one another to achieve these objectives, as shown by the linkages between different parts of the theory of change (TOC) diagram below. **Climate resilience enhancement objective** is expected to be achieved by improving access to and adoption of technologies and practices. The component A will support development and dissemination of packages of climate smart and nutrition sensitive and other improved agricultural technologies and practices; strengthening skills and production capacities of farmers for seed and breed multiplication; strengthening capacities of public and private extension, including Farmer Field Schools (FFS); and technology adoption and skills development through farmers training, demonstrations, field days and farmer to farmer knowledge exchange. The component B will contribute to this objective through supporting matching grant proposals of producer organizations that would finance adoption of production technologies and practices promoted under the component A and adoption of processing and value addition technologies and practices with climate resilience elements. The component C will also contribute to this by facilitating adoption of climate smart and nutrition sensitive technologies by its target beneficaries.

9. **Agricultural productivity improvement objective** is expected to be achieved by increasing farmers access to technologies and practices and their access to agricultural services and assets. To improve access to technologies and practices, the component A will develop packages of agricultural technologies and practices, support production and multiplication of improved seeds and breeds, strengthen extension services to improve quality and outreach, and strengthen farmers skills. The component B will contribute to this objective by strengthening producer groups capacities to provide better and wider range of agricultural services and financing matching grants that would support adoption of technologies and practices promoted under the component A and/or strengthen agricultural asset-base including improved livestock breeds, agricultural machinery or commodity storages.

10. **Improving nutrition practices objective** is expected to be achieved by increasing awareness of nutritious and diverse dietary practices, access to public and private nutrition services, and access to diverse choice of nutritious food. The component C will strengthen public nutrition services; develop and strengthen community-based Nutrition Field Schools that would promote nutrition awareness, remove barriers to accessing and adoption of nutritious and diverse diets, including through home garden production and food utilization and processing skills.

The component A will contribute to this objective by developing and disseminating climate smart and nutrition sensitive technologies and practices and increasing availability of nutritious and diverse food. The component B will contribute to improved access to nutritious and diverse food through support to adoption of farm production technologies and practices and development of commodity storages and food processing technologies, improving critical market infrastructures and enhancing household income.

11. Several assumptions listed below were made in the TOC illustrated in **Figure *1***:

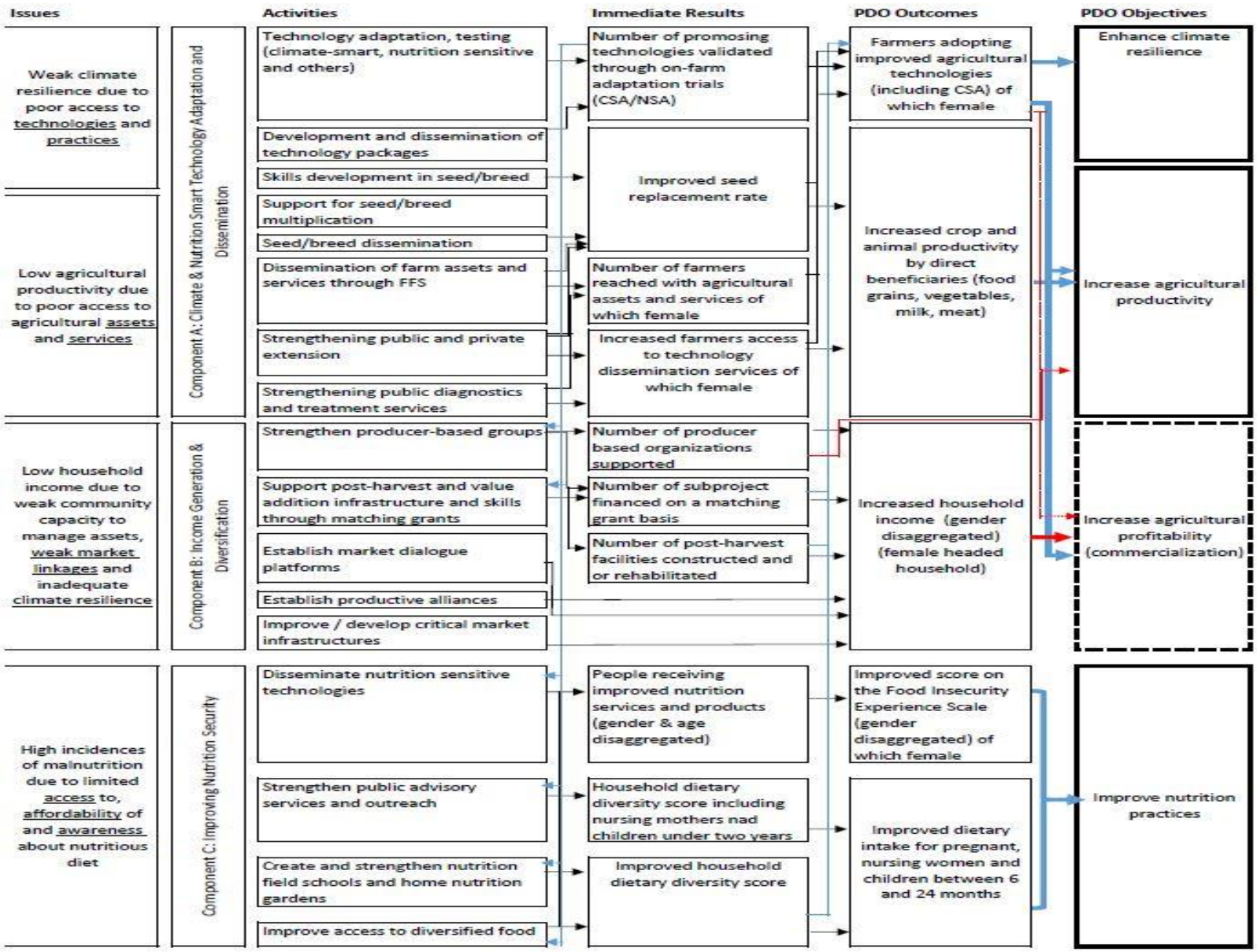
- Transition to federalism is likely to have some implication on the project implementation during the initial years (*political and governance risk*).
- Increased farm income through value addition and improved marketing strategies, which will contribute to agriculture commercialization and profitability, will be measured through the designated PDO outcome only.
- No external factors, that would adversely affect timely and quality implementation of project activities will take place throughout the project life.

Results Framework

12. Results Framework of the project, which illustrates key elements of the TOC (such as key results and outcome indicators and their baseline values and year-wise and endline targets) and also M&E arrangements (such as data sources, collection timelines and responsibilities) is presented in **Annex *1***.

13. The TOC and Results Framework will be key guiding documents for the project M&E. In case of restructuring of Results Framework, the project M&E system will be re-adjusted to reflect changes.

Figure 1. Theory of Change



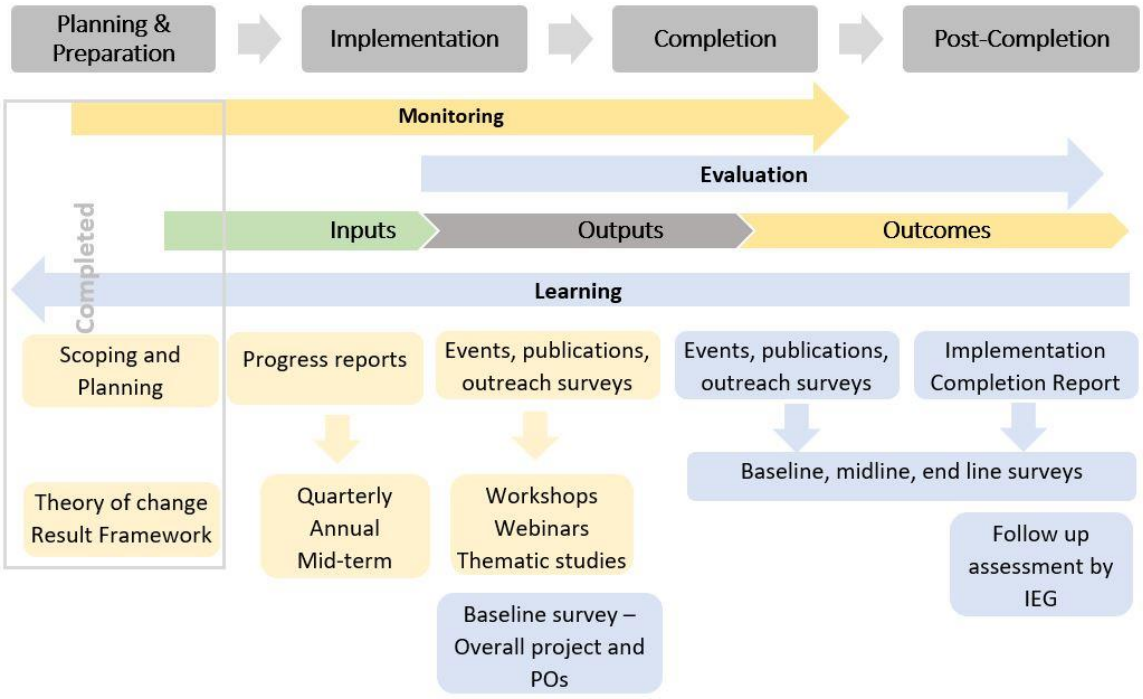
MONITORING AND EVALUATION STRATEGY

Objective and M&E instruments

14. The project M&E is expected to carry out following functions: (a) **process monitoring** to assess implementation of project activities as per implementation arrangements described in the Project Implementation Manual (PIM); (b) **progress monitoring** to assess project's performance in relation to its activity and cost schedules; (c) **results and outcome monitoring** (hereafter referred to as results monitoring) to assess the project's performance in relation to its output and outcome targets and overall PDOs; (d) **evaluation** of the project's results, outcomes and objectives through periodic surveys, including to verify as well as complement results and outcome measured through routine results monitoring, and (e) synthetization and dissemination of **learning and best practices** to inform future policies, projects and practices.

15. The main purpose of the M&E strategy is to develop a framework for building and managing the project M&E system capable of producing reliable data in a timely fashion to support evidence-based decision making, accurate assessment of the project's performance towards achieving its objective, promote transparency and accountability, and facilitate learning and knowledge sharing. The M&E strategy outlines how the project M&E will be designed and managed for efficient and effective monitoring, evaluation and reporting of physical and financial progress, inputs, activities, outputs and outcomes. The M&E strategy is guided by the project's Results Framework presented in the Annex 1 and TOC illustrated in **Figure *1*** . Major M&E instruments and activities by the project cycle are illustrated in **Figure *2*** to support the M&E strategy and planning of key M&E activities.

Figure 2. M&E instruments and activities by project cycle



16. Key elements of the strategy, which are detailed in the following sections, are as following:

- identification of key data and information for routine monitoring, periodic evaluation and thematic studies;
- setting up an efficient data and information flow process with clearly defined data collection tools and methods, timelines and responsibilities for data collection, analysis and reporting;
- process of developing, testing and operationalization of data collection tools and templates and interfacing M&E with ICT for the project management information system (PMIS);
- setting up reporting structures and timelines as per need of target audiences;
- implementation plans and timelines for critical M&E activities such as baseline, mid-line, and end line surveys to ensure accurate assessment of the project's attribution and capturing general trends and external factors as well as unintended results and outcomes;
- planning synthesis of lessons learned and best practices and developing knowledge products and their dissemination;
- identification of roles and responsibilities of parties involved in the project M&E activities.

M&E responsibilities

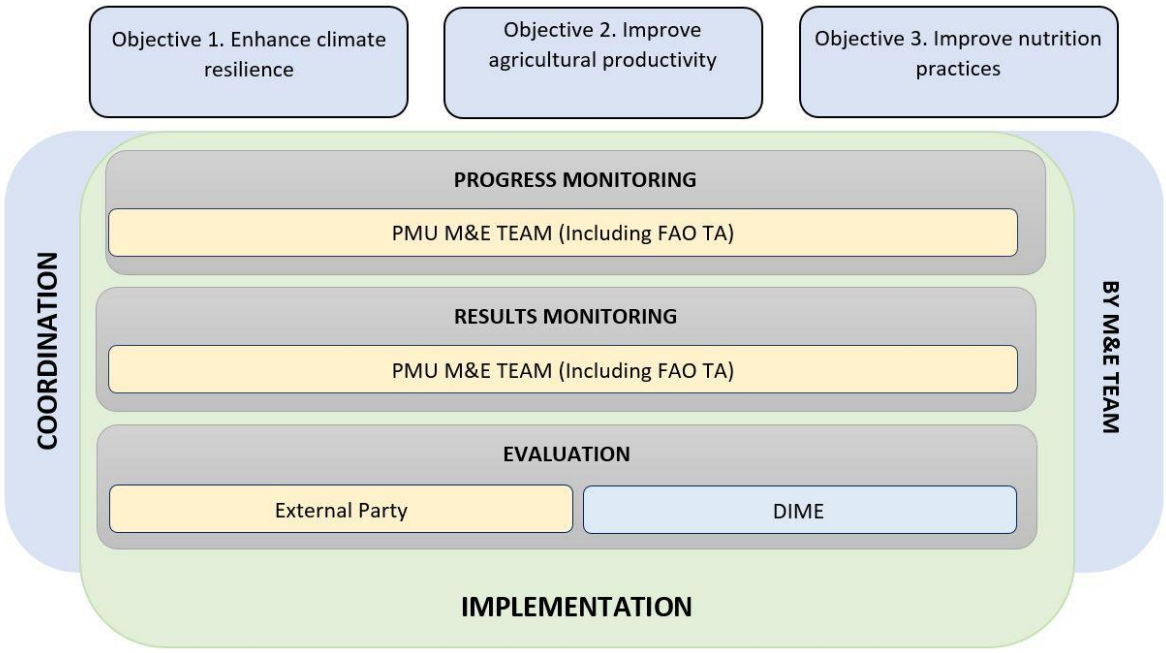
17. **The M&E team** consists of designated government M&E officers (hereafter referred to as the M&E coordination team), M&E specialists from the FAO TA (hereafter referred to as M&E TA) and DIME team from World Bank. Roles and responsibilities of each group are described below and presented in **Figure 3**.

18. *The M&E coordination team* is responsible for an overall coordination of the project M&E activities. It will consist of one senior M&E officer and M&E officer who will be based at the central project management unit (PMU) office.

19. *The M&E coordination team* is responsible for actual implementation of M&E activities, including preparation of the current M&E strategy, developing project MIS, provision of technical guidance to the project on implementation and design of periodic evaluation activities to be carried out by DIME and other external parties. The M&E coordination team (including FAO TA) is composed of one senior M&E officer, one M&E officer and one M&E Specialist (FAO TA) at the central PMU office, two cluster level M&E Specialists based at the project coordination units (PCU) from FAO TA. One PCU M&E Specialist will be responsible for districts in hills and another one for districts in terai. The M&E TA, which is part of the overall FAO TA, will be supported by technical experts and field technicians of the same TA who will be based at the PMU and PCU offices. The central PMU based Senior M&E Officer is responsible for development and management of the M&E system, and timely and quality implementation of all M&E activites. Collection of M&E data from various service providers will be also responsibility of M&E Team. *The Results Framework assumed implementation of periodic evaluation surveys (baseline, MTR and endline) to assess enhanced climate resilience and improved agricultural productivity will also be assisted by FAO TA. The latter will involve conflict of interest as the TA supports overall project implementation in addition to the M&E. Therefore, the above periodic surveys are recommended for implementation by DIME and PMU.*

20. *DIME team* is responsible for selection of target beneficiaries, implementation of baseline and endline surveys..

Figure 3. Summary of M&E roles and responsibilities



> Monitoring is a *continuous collection of data on specified indicators to assess implementation of project* in relation to its activity schedules and expenditure of allocated funds, and *its progress and achievements* in relation to its objectives (OECD, 2002; Casley and Kumar, 1987).

Monitoring

21. Monitoring will focus on systematic collection of data and information that supports assessment of the project's performance in meeting its own year wise and endline activity and cost schedules and output, results and outcomes targets and overall objectives. To build an efficient monitoring system, the project will: (i) identify key data and information for monitoring and reporting; (ii) set up data and information flow process with clearly defined data collection methods and tools, timelines and responsibilities for data collection, analysis and reporting; (iii) define reporting structure based on target audiences; (iv) define responsibilities of those involved in the project monitoring activities; and (v) planning of key monitoring activities and training.

Process monitoring

22. Process monitoring will be guided by the PIM that describes the process and modalities of implementing each activity. The main focus of process monitoring is to monitor whether the activities are being planned and implemented as described in the PIM, whether risk mitigation measures are still adequate, what processes and risks need to be revised, updated or improved. Process monitoring arrangements with sample process indicators are presented in ***Table 1***.

23. Technical experts, safeguards and fiduciary specialists, and M&E team will systematically monitor implementation of planned processes for respective activities. Required changes to processes, if any, will be discussed at the progress review meetings and workshops, and during the Bank's supervision support missions. The PIM will be updated to reflect agreed changes. Each revision to the PIM will require the World Bank's task team's approval.

Table 1. Process monitoring arrangements

What?	When?	How?	Where?	Who?
Indicator	**Periodicity**	**Method**	**Data source**	**Responsibility**
Annual work plan and budget preparation and endorsement	Continuous	Reviews of planning workshops, PSC meeting, supervision missions.	PMU/PCU	Planning team with support of relevant technical, fiduciary, safeguards and M&E team
Implementation and review of work plan and budgets	monthly, biannual, annual	Progress review workshops, supervision missions, PSC meetings	PMU/PCU	Planning team with support of relevant technical, fiduciary, safeguards and M&E team
Review and updating PIM	Continuous	Progress review workshops, supervision missions	PMU/PCU	
Review of M&E and MIS implementation process	monthly, biannual, annual	Progress review workshops, supervision missions, targeted technical support meetings	PMU/PCU	M&E team
Review of safeguards compliance implementation process	as above	as above	PMU/PCU	Safeguards team, technical officers
Review of procurement processes	as above	as above	PMU/PCU	Procurement team
Review of FM compliance and audit processes	as above	as above	PMU/PCU	FM team
Review of matching grant implementation process	as above	as above	PMU/PCU	Technical officers, safeguards, fiduciary, M&E team

Progress monitoring

24. Progress monitoring will be guided by the Project Appraisal Document (PAD) for detailed description of proposed interventions as well as appraisal planned schedules of activities and costs and annual work plans and budgets (AWPB). The progress monitoring arrangements presented in table 2 will be followed.

Progress monitoring templates with detailed and summary progress data listed in the **Annex *2*** and attached to the strategy will be adopted.

25. For the progress monitoring, financial progress data for all components will flow from the PCU to PMU in Kathmandu. Physical progress data flow will be from field levels (rural municipalities to districts to province/cluster) to the PMU (central office). Primary sources of data for physical progress will be respective implementing partners, including technical/M&E TA of FAO, research institutions, nurseries, animal health, breeding and vaccination centers, agriculture and public health extension offices, as well as seed and breed multiplication farms, and farmer and producer groups. Additionally, service providers (SP), field technicians (individual or part of SPs), FFS and NFS will be sources of the field level physical progress data. Financial progress data will be reported by the financial management team at the central and PCU levels.

26. Collection of progress data will combine manual and digital approaches that would be entered to the web-based PMIS at PCU and PMU levels. Respective cluster technical experts and cluster M&E specialists of FAO TA at PCU level will directly enter the physical progress data into the PMIS. The financial progress data will be entered by the financial management team of PMU. To avoid inconsistencies, inaccuracies and gaps in data, the PMIS progress data will be primary source and will be used for reporting.

27. Data management (verification, analysis, storage) will be the responsibility of the PMU M&E Team with support of relevant technical experts of FAO TA. Quality control of physical progress data will be implemented at two levels. Initial quality control will be responsibility of the cluster technical experts of FAO TA. Once the data are entered into the PMIS digitally, the M&E Team will control the data for accuracy prior to public disclosure and utilization by the project management. The FM team will ensure quality control to the financial progress data and coordinate with M&E team for reporting.

28. FAO M&E TA will organize the data collection process and responsibilities in the following way. Field technicians will collect the data at the field level through provided monitoring forms and timelines set to meet various reporting schedules and submit these to the cluster M&E specialists and cluster technical specialists of FAO TA. Where possible, PMIS data will be entered directly entered by the respective field level technicians. DIME will provide necessary technical support to create interface in the tablets. Tablets will be handed over by PMU to the respective field technicians to facilitate data collection digitally for PMIS. The cluster teams will jointly ensure accuracy of data through validatation as necessary, and compile cluster level data. The data will then be entered int the PMIS by the cluster technical specialists & M&E specialist depending on technical and institutional capacity for it. The cluster chief will verify the cluster level data and send it to the PMU for further processing. The PMU based M&E Team will be responsible for overall reliability, completeness and timeliness of progress and results data and their reporting as per scheduled timelines. PMU will be responsible for submission of reports to World Bank, MoALD and other relevant stakeholders and project beneficiaries as needed.

29. The planning team will work closely with the technical, financial and M&E teams to prepare AWPB. The AWPB will be made available in the PMIS.

30. Reporting of progress monitoring data will be analytical with logical illustrations of achievements and gaps and implications of savings, costs and delays on meeting yearwise and overall implementation timelines. Technical, financial and M&E teams will report on key issues and risks impeding implementation timeliness or quality of respective activities, components and processes. Additionally, the teams will be responsible to prepare proposals for corrective actions, mitigation measures or alternative solutions for addressing the issues and risks. Reporting will also provide a candid and logical analysis of implementability of remaining scopes of works within the project period together with recommendations for scaling down, if necessary.

31. Progress monitoring data will be reported on bi-annual and annual basis. **The progress report will be submitted to the World Bank supervision mission team a week prior to start of each supervision mission.**

Table 2. Progress monitoring arrangements

<table>
<tr><td>What?</td><td>When?</td><td>How?</td><td>Where?</td><td>Who?</td></tr>
<tr><td>Indicator</td><td>Periodicity</td><td>Method</td><td>Data source</td><td>Responsibility</td></tr>
<tr><td>Component A</td><td rowspan="16">Quadrimester, biannual, annual</td><td rowspan="4">Digital & Manual. Records of technical officers of FAO TA, NARC, FFS and other service providers, seed and breed multiplication farms, extension officers, periodic reports / records of PCU / PMU</td><td rowspan="11">Field (rural municipality, districts, cluster) and central level</td><td rowspan="16">Data collection and verification by technical experts, field officers, safeguards and cluster M&E specialists of FAO TA, PCU, PMU fiduciary team. Reporting by the M&E Team. Reporting of key issues and risk and proposal for corrective actions and mitigation measures by respective technical and fiduciary/safeguards teams</td></tr>
<tr><td>Activity 1</td></tr>
<tr><td>Activity 2</td></tr>
<tr><td>Activity N</td></tr>
<tr><td>Component B</td><td rowspan="4">Digital & Manual. Records of of technical experts and M&E Specialists of FAO TA, service providers (SP), POs, PFI, and agriculture markets. periodic reports / records of PCU / PMU</td></tr>
<tr><td>Activity 1</td></tr>
<tr><td>Activity 2</td></tr>
<tr><td>Activity N</td></tr>
<tr><td>Component C</td><td rowspan="4">Digital & Manual. Records of technical officers of FAO TA, NARC, NFS, public health extension officers and periodic reports / records of PCU / PMU</td></tr>
<tr><td>Activity 1</td></tr>
<tr><td>Activity 2</td></tr>
<tr><td>Activity N</td></tr>
<tr><td>Component D</td><td rowspan="4">Digital & Manual. Records of the respective technical and M&E officers of FAO TA, periodic reports / records of PCU / PMU</td><td rowspan="4">PMU and PCU levels</td></tr>
<tr><td>Activity 1</td></tr>
<tr><td>Activity 2</td></tr>
<tr><td>Activity N</td></tr>
</table>

32. Summary and detailed templates for progress monitoring are listed in Annex 3**,** whereas the file in Excel format will be attached to the strategy.

Results monitoring

33. Results monitoring will assess the project performance in meeting its scheduled targets - yearwise and endline- for results and outcomes while accurately capturing the project's attribution. The latter will require close monitoring of general trends and external factors that influence achieving PDOs. The routine results monitoring data will complement and also supplement the periodic midterm endline surveys.

34. Results monitoring processes, which are summarized in **Table *3***, illustrates linkages between the objectives, outcomes, results, and output structure and data collection and management arrangements. Results monitoring templates, which are listed in **Annex *3*** (to be completed by the M&E Team with support from M&E TA) and attached to the strategy, will be used.

35. Progress against the targets for results and outcome indicators will be updated in PMIS by M&E Coordination Team with support from M&E TA after the finalization of the reports (bi-annual, annual, baseline, midline and endline).

Table 3. Results monitoring process

What level	What	Which component ?	When	How (method)	Where (data source)	Who (data collection)	Who (data verification, manage-ment & reporting)
PDO 1. Enhancing climate resilience							
PDO level (Outcome Indicators)	Number of farmers adopting improved agricultural technologies, including CSA, of which female farmers	Comp. A;	Annual	Manually and digitally through routine results monitoring. MTR and endline survey data will be reflected.	Field records of field technicians, reports of cluster technical specialists, FFS, POs, HNG, PCU periodic reports	Field Technicians, Cluster Technical Specialists & M&E Specialists of FAO TA	PCU Chief, PMU M&E Team, DIME (baseline, endline) PMU (Midline)
Intermediat e Results (Output indicators)	Promising technologies validated through on-farm adaptation trials (including CSA and nutrition-sensitive technologies)	Comp A	Annual	ibid	Field level records of research institutes, technical specialists of FAO TA, FFS, PCU periodic reports	Field Technicins, Cluster Technical Specialists & M&E Specialists of FAO TA and NARC	
	Farmers accessing technology dissemination services delivered by the project	Comp A,	Annual	ibid	Records of research institutes, field technicians, technical specialists of FAO TA, FFS, POs, and HNG, PCU periodic reports	Field Technicians, Cluster Technical & M&E Specialists of FAO TA	
	Number of farmers reached with agricultural assets and services	Comp A, comp B, comp C	Annual	ibid	Records of research institutes, field technicians, technical specialists of FAO TA, public extension, FFS, POs, and HNGs, PCU periodic reports	Field Technicians, Cluster Technical & M&E Specialists of FAO TA	

	Improved seed replacement rates for crops promoted by the project	Comp A,	at the start, mid line and endline survey	ibid	Baseline, Midline, Endline Surveys	DIME and PMU	
	Number of POs strengthened to deliver better or wider range of agricultural services	Comp B	Annual	ibid	Records of POs, Field Technicians, technical specialists of FAO TA, PCU's periodic reports	Field Technicians, Cluster Technical & M&E Specialists of FAO TA	
	Number of matching grants that support adoption of CSA production technologies or processing technologies with climate resilience element	Comp B	Annual	ibid	Records of POs, Field Technicians, technical specialists of FAO TA , PCU's periodic reports		
Objective 2. Improve agricultural productivity							
PDO level outcome indicator	Increased crop and animal productivity by direct beneficiaries	Comp A	Annual	ibid	Records of FFS, Field Technicians, technical specialists of FAO TA, NARC, POs, HNGs, PCU's periodic reports	Field Technicians, Cluster Technical & M&E Specialists of FAO TA	PCU Chief, PMU M&E Team
	a.Percentage increase in average food grains productivity (ton/ha for the crops such as rice, wheat, maize, finger millet, buckwheat)	Comp A,		ibid	ibid	Field Technicians, Cluster Technical & M&E Specialists of FAO TA	PCU Chief, PMU M&E Team
	b. Percentage increase in average vegetables	Comp A,		Ibid	Ibid	Cluster Technical & M&E	PCU Chief, PMU M&E

	productivity (ton/ha)					Specialists of FAO TA	Team
	c. Percentage increase in average meat productivity (kg/animal for goat & poultry)	Comp A,		Ibid	ibid	Cluster Technical & M&E Specialists of FAO TA	PCU Chief, PMU M&E Team
	d. Percentage increase in average milk productivity of cow and buffalo (L/animal)	Comp A,		Ibid	ibid	Cluster Technical & M&E Specialists of FAO TA	PCU Chief, PMU M&E Team
	Increased household income (farm), of which for female farmers	Comp B		ibid	baseline, midline and endline survey	DIME and PMU	DIME and PMU
Intermediate Results (Output indicators)	Farmers accessing technology dissemination services delivered by the project	Comp A,	Annual	ibid	Records of field technicians, technical specialists of FAO TA, FFS, POs and PCU's periodic reports	Field Technicians, Cluster Technical & M&E Specialists of FAO TA	PCU Chief, PMU M&E Team
	Number of farmers reached with agricultural assets and services	Comp A, comp B, comp C	Annual	ibid	Records of research institutes, field technicians, technical specialists of FAO TA, FFS, POs, HNGs and PCU's periodic reports	Field Technicians, Cluster Technical & M&E Specialists of FAO TA	PCU Chief, PMU M&E Team
	Improved seed replacement	Comp A,	At the	ibid	baseline, midline, endline	DIME and PMU	DIME

	rates for crops promoted by the project		start, midterm and end of the project		surveys		
	Number of POs strengthened to deliver better or wider range of agricultural services	Comp B		ibid	Records of field technicians, technical specialists of FAO TA, POs and periodic reports of PCUs	Field Technicians, Cluster Technical & M&E Specialists of FAO TA	PCU Chief and PMU M&E Team
	Number of matching grants that support adoption of CSA production technologies or commodity storages and processing technologies (indirectly contributes to productivity increases by reducing post-production losses)	Comp B		ibid	Records of field technicians, technical specialistsof FAO TA, POs and periodic reports of PCUs	Field Technicians, Cluster Technical & M&E Specialists of FAO TA	PCU Chief and M&E Team
	Producer based organization are formed and supported	Comp B		ibid	Records of field technicians, technical specialistsof FAO TA, POs and periodic reports of PCUs	Field Technicians, Cluster Technical & M&E Specialists of FAO TA	PCU Chief and PMU M&E Team
	Number of market and post harvest facilities constructed & or rehabilitated	Comp B		ibid	Records of field technicians, technical specialistsof FAO TA, POs and periodic reports of PCUs	Field Technicians, Cluster Technical & M&E Specialists	PCU Chief and PMU M&E Team

						of FAO TA	
	Number of subprojects (business plans) financed by the project on matching grant basis.	Comp B		Manuallly and digitally through periodic survey.	Records of field technicians, technical specialistsof FAO TA, POs and periodic reports of PCUs	Field Technicians, Cluster Technical & M&E Specialists of FAO TA	PCU Chief and PMU M&E Team
Objective 3. Improve nutrition practices							
PDO level outcome indicator	Improved score on the Food insecurity Experience Scale (FIES) by direct beneficiaries (gender disaggregated – 65% female)	Comp C	At the start, midline, endline	No routine results monitoring. It will be assessed through periodic survey.	Household level	DIME and PMU	DIME and PMU
	Improved dietary intake for pregnant, nursing women (15 – 49 years) and children between 6-24 months	Comp C	ibid		Household level	DIME and PMU	DIME and PMU
Intermediate result (output indicators)	Promising technologies validated through on-farm adaptation trials (including CSA and nutrition-sensitive technologies)	Comp A	Annual	Manually and digitally through routine results monitoring.	Records of field technicians, technical specialists of FAO TA, FFSPCU's periodic reports	Field Technicians, Cluster Technical & M&E Specialists of FAO TA	PCU Chief and PMU M&E Team
	Farmers accessing technology dissemination services delivered by the project	Comp A	Annual	Manually and digitally through routine results monitoring. MTR and endline data will be reflected.	Records of field technicians, technical specialists of FAO TA, FFS, NFS, HNGs, PCU's periodic reports	Field Technicians, Cluster Technical & M&E Specialists of FAO TA	PCU Chief and PMU M&E Team

	Number of farmers reached with agricultural assets and services	Comp A; Comp B	Annual	Ibid	Records of field technicians, technical specialists of FAO TA, FFS, HNGs, PCU's periodic reports	Field Technicians, Cluster Technical & M&E Specialists of FAO TA	PCU Chief and PMU M&E Team
	People receiving improved nutrition services and products, (disaggregated by gender, age)	Comp C	Annual	Ibid	Records of field technicians, technical specialists of FAO TA, NFS, HNGs, PCU's periodic reports	Field Technicians, Cluster Technical & M&E Specialists of FAO TA	PCU Chief and PMU M&E Team
	Household dietary diversity score including nursing mothers and children under 2 years (It includes women's minimum dietary diversity score and children's minimum acceptable diet)	Comp C	At the start, midterm and endline	No routine monitoring, This will be assessed through periodic surveys	Household level	DIME and PMU	DIME and PMU

Project Management Information System (PMIS)

36. The project will have a dedicated website which will be linked to the web-based PMIS. The PMIS design will be developed through close cooperation of the M&E and ICT consulting firm.

37. The PMIS will be built to collect, process, store and distribute the project data and information through largely electronic but also manual means. Its design will reflect the data reporting timelines and audiences to ensure timely availability of filtered, organized and selected data sets for each audience and in required formats. The PMIS dashboard will be designed to present the databased reports and progress and results snapshots in logical manner to facilitate an easy and efficient use of data for the decision making. It will serve as the only source of data for the project progress data.

38. The M&E and ICT consulting firm will be responsible for building capacities of those involved in data collection in use of data collection tools and data entry. The team will be in charge for data management including verification, analysis, storage and dissemination of data through PMIS.

39. The PMIS training materials will be prepared jointly by M&E team and ITC consulting firm and training workshops will be combined.

Evaluation is a periodic assessment of the design, implementation, outcomes and impact of the project (OECD, 2002; Casley and Kumar, 1987).

Evaluation

40. Main project evaluation activities planned are baseline, midline and endline surveys by DIME and PMU.

41. **Baseline survey,** to be carried out by DIME, has been delayed due to COVID-19. However, the delay is not expected to affect reliability of *'before and without project'* data for past project years significantly as the project implementation has also been delayed. The survey is designed to accurately capture the project actual values for outcome and results indicators through recollection method. The survey will cover adequate sample sizes for both '*treatment'* and '*control'* groups. Additionally, it will cover mix of project locations including locations where some activities are being implemented already and where the project implementation did not start yet.

42. **Midterm survey** for the assessment of PDO (Project Development Objective) achievement will be carried out by an external party hired by the PMU. The M&E team will make routine monitoring data accessible for midterm evaluation. DIME and FAO TA will provide technical support as needed by the project.

43. **Endline survey** will be carried out by DIME using a household survey. To the extent possible, all surveys will maintain the baseline survey sample -both treatment and control groups- and expand the sample size by adding representative beneficiary types (individual farmers, farmer/producer groups, FFS) from all project districts. Public service providers (public health extension, agricultural extension, animal health/vaccination/breeding centers, nurseries, among others) will also be interviewed through semi-structured interviews conducted by the M&E team.

44. Additionally, the survey will be designed to accommodate additional data needs for the project evaluation by the government and World Bank and also their timelines. The Borrower's Project Completion Report (PCR) is expected to be completed by the project closure. Whereas preparation of the World Bank's Implementation Completion and Results Report (ICRR) starts towards the project closure and latest six months after the project closing date. To accommodate both evaluations, the endline survey implementation and reporting will be completed at least 2 months prior to the project closure.

Learning

Documenting learning and developing knowledge products

45. The project will systematically document lessons and good practices such as case studies, success stories, best practices, lesson learned documents to generate, use and transfer knowledge. Progress monitoring data will provide the basis for learning to be used for improving the implementation progress, meeting cost and activity schedules, better planning and resource re-allocation. Whereas, results monitoring and evaluation data will provide the basis for learning from technical designs, TOC, results and outcomes for the evidence-based policy making and informed designs of future projects and programs.

46. The project will also develop knowledge products to capture successful interventions, technologies and practices. Thematic technical papers and case studies will support the knowledge product development. The knowledge products will be developed by the relevant technical teams with the M&E team's involvement in documenting the knowledge, developing the knowledge product and planning and dissemination of such products.

47. The learning and knowledge products will be developed in different formats including as brochures, flyers, briefs, reports and video materials among others.

Dissemination

48. The learning and knowledge products will be disseminated through traditional and modern information dissemination channels. Social media sources, PMIS will be main digital dissemination outlets. Various workshops and meetings organized by the project, government and development partners will be also used. Additionally, the project will use FFS, NFS, extension offices, agricultural trade fairs for study tours and other traditional sources such as radio, tv and newspapers for dissemination.

49. The learning and knowledge will be transferred to the MOALD's library both in hard and electronic formats as needed.

50. The M&E team will carry overall responsibility for documentation and dissemination of knowledge products support by technical experts, who will guide what tehnical knowledge materials are critical to document and disseminate.

Reporting

51. Reporting styles and structure would vary depending on purpose and type of reports and audience. Presentation of progress and results data will follow standardized visual presentation formats which will be incorporated into the PMIS dashboard. Reports will be analytical and will present snapshots of physical and financial progress for main activities with description of key implementation constrains, proposals for addressing them and potential changes for scopes as/if necessary. Reporting of progress with results and outcomes will follow the same analytical format.

Reporting frequency and responsibilities for various monitoring processes are discussed in earlier sections. Focus, style and structure of different reports, which is defined by the purpose of report and target audience, are also summarized in

52. **Table 4** and **Annex *4***.

Table 4. Reporting structure and arrangements

Report type	Frequency	Key content and structure	Audience	Responsibility for reporting
AWPB	Annual	GoN prescribed formats AWPB	MoALD	PMU/ FAO TA
Sub- project Completion Report (PCR)	Once at the end of subproject (matching grant/small grant)	Introduction, progress against targets, impact on beneficiaries, environment and social safeguard measures, sustainability plan, key issues and challenges, way forward, best practices & lesson learned, relevant pictures (if any).	MOALD, World Bank, PSC, stakeholders	Grant recipients/PCU/PMU with technical support from FAO TA
Implementation Progress Report (IPR)	Quardimester, bi-annual and annual	*Physical and financial progress* (cumulative/current), key implementation *issues* and *action plan/recommendations* for addressing these issues. *Progress in achieving PDOs and results* (cumulative and current), actions/changes required to meet targets or issues impeding the progress with achievement. *Safeguards* and *fiduciary* compliance, progress, issues and proposed mitigation actions. *Project M&E* – progress with M&E, including recruitment of consultancies, progress of M&E activities, issues and proposed mitigation actions to address issues. *MTR stage report* also discusses restructuring recommendations (changes to implementation or design or physical or financial scopes), if needed be.	MoALD, World Bank, stakeholders	PMU/ FAO TA
Baseline, midline and endline evaluation surveys	At the start, mid term and at the end of the project	Description of methodology and coverage, survey findings on key expected results and outcomes and other unexpected outcomes and results, recommendations. Data required for GHG accounting and EFA to be incorporated into the endline survey.	MOALD, World Bank, PSC, stakeholders, IEG	DIME/PMU/ FAO TA
Project Implementation Completion Report (PCR)	June 2023	Overview, progress against physical and financial targets, progress towards achieving the PDO outcome and results indicators, environment and social	MoALD, World Bank	PMU/ FAO TA

Report type	Frequency	Key content and structure	Audience	Responsibility for reporting
		safeguards compliance, key issues/challenges, lessons learned and recommendations.		
WB's Project Implementation Completion and Results Report	Within 6 months of the project closure	Project evaluation by the World Bank (possibly through third party). - Relevance to the high-level objectives; - Project's efficacy and efficacy (EFA and GHG analysis); - Unexpected outcomes; - Safeguards and fiduciary compliance - Quality of project M&E (design, implementation and utilization) - World Bank's performance.	MOALD, World Bank, PSC, stakeholders, IEG	WB

Data utilization

53. Data ulitilization is another critical element of the project M&E performance in addition to its design and implementation. To facilitate informed management's decision making, course correction and learning, the project M&E system should ensure timely availability of credible data. Particularly at the MTR stage, when the project will be reviewed for potential design changes, course corrections and revisions of physical and financial scopes, the M&E system should facilitate the informed decision making and restructuring. The MTR report structure should be aligned to respond to the MTR needs.

54. The monitoring and evaluation data should also provide the basis for the Borrower's PCR and World Bank's ICRR.

55. The latter will review and rate the project M&E from three aspects that are the M&E design, its implementation and utilization.

Implementation plan for key M&E activities

56. Monitoring and evaluation implementation plan of FANSEP with key M&E activities, timeline and responsibility are presented below.

Table 5: Implementation plan for key M&E activities

Activities	2020												2021												2022												2023											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Finalization of M&E strategy and templates																																																
Design and update M&E templates																																																
Development of project MIS																																																
Conduct MIS & M&E training to FANSEP staff																																															
Conduct baseline study																																																
Field inspection of project activities																																																
Documentation of best practices/success stories																																															
Dissemination of learning materials / knowledge products																																																
Conduct Mid line study																																																
Project review/planning workshop (annual)																																																
End-line survey																																																
Preparation of Government's Project Completion Report																																																
Compilation & Submission of M&E data/information for Bank's Implementation completion report																																																
Project Completion Workshop																																																
Project Completion Report by World Bank																																																

Annex 1. Results Framework

Project Development Objectives (PDO): The Project Development Objective (PDO) is to enhance climate resilience, improve agricultural productivity and nutrition practices of targeted smallholder farming communities in selected areas of Nepal.

PDO Level Results Indicators	Core	Unit of Measure	Baseline	Target Values**					Frequency	Data Source/ Methodology	Responsibility for Data Collection	Description (indicator definition etc.)
				YR 1	YR 2	YR3	YR 4	YR5				
Indicator 1: Farmers adopting improved agricultural technologies (including CSA) of which female (CRI)	☒	Number	0	0	6,000	16,000	28,000	31,800	Annual	Progress reports, annual report, household Survey, technical and economic monitoring	TA/PMU	This indicator measures the number of farmers who have adopted an improved production practice promoted by the project. It is expected that the baseline value for this indicator will be zero.
Of which female (number)	☒	Percent	0	0	65 (3,900)	65 (10,400)	65 (18,200)	65 (20,670)				
Indicator 2: Increased crop and animal productivity by direct beneficiaries (disaggregated by crop and animal species)	☐	Percent							Annual	Progress reports, annual report, household survey, technical and economic monitoring	TA/PMU	The indicator measures improvements in production per ha or animal through theaverage increase in units of production (kg, MT, L per land area and/or animal,resulting from improvements in production practices through projectinventions.
Crops (food grains)		Percent	0	0	10	15	25	25				
Crops (vegetables)		Percent	0	0	15	20	30	30				
Livestock (meat)		Percent	0	0	5	15	25	40				
Livestock (milk)		Percent	0	0	10	20	30	35				
Indicator 3: Increased household income (farm and off-farm)(GAFSP core indicator, gender			BL	—	—	BL+10%	—	BL+25%	At start, midterm, and end of project	Baseline, midline, and endline survey questionnaire	DIME/PMU	Income is measured through a production-based approach (revenues minus costs), and home-produced

PDO Level Results Indicators	Core	Unit of Measure	Baseline	Target Values**					Frequency	Data Source/ Methodology	Responsibility for Data Collection	Description (indicator definition etc.)
				YR 1	YR 2	YR3	YR 4	YR5				
disaggregated)												food that is not sold but consumed at home is valued as income.
Female headed households			BL	—	—	BL+10%	—	BL+25%				
Indicator 4: Improved score on the Food Insecurity Experience Scale (FIES) by direct beneficiaries (gender disaggregated)	☐	Percent improvement	n.a.	—	—	15	—	40	At start, midterm, and end of project	Baseline, midline, and endline FIES survey questionnaire	DIME/PMU	The FIES is a measure of access to food at the level of individuals or households. It measures severity of food insecurity based on people's responses to specific questions about constraints on their ability to obtain adequate food.
Of which female	☒	Percent	0	—	—	65	—	65				
Indicator 5: Improved dietary intake for		Percent over BL										
Adolescents,Pregnant and nursing women			BL	—	—	BL+10%	—	BL+20%	At start, midterm, and end of project	Baseline, midline, and endline survey questionnaire	DIME/PMU	The Minimum Dietary Diversity for Women is a dichotomous indicator of whether or not women 15–49 years have consumed at least 5out of 10defined food groups the previous day or night. The proportion of women 15–49 years of age who reach this minimum in a population can be used as a proxy indicator for higher micronutrient adequacy, one important dimension of diet quality.

PDO Level Results Indicators	Core	Unit of Measure	Baseline	Target Values**					Frequency	Data Source/ Methodology	Responsibility for Data Collection	Description (indicator definition etc.)
				YR 1	YR 2	YR3	YR 4	YR5				
Children between 6 and 24 months			BL	—	—	BL+10%	—	BL+20%				Measured by percentage of children 6–24 months old with minimum acceptable diet (MAD).The indicator measures both the minimum feeding frequency and minimum dietary diversity, as appropriate for various age groups.
Intermediate Result (Component A) -Climate and Nutrition Smart Technology Adaptation and Dissemination												
Number of promising technologies validated through on-farm adaptation trials (including CSA and nutrition-sensitive technologies)			0	0	5	15	20	20	Annual	Progress reports, annual report, technical and economic monitoring	TA/PMU	The indicator measures the number of technologies (crop and livestock) validated on farm. Technology testing, adjusting, and validation of new technologies are a precondition for dissemination.
Farmers accessing technology dissemination services delivered by the project			0	5,000	15,000	25,000	35,000	39,750	Annual	Progress reports, annual report, household survey, technical and economic monitoring	TA/PMU	Technology dissemination services include on-farm demonstration, FFSs, field days, and training organized by the project
Of which female		Percent	0	65	65	65	65	65				
Farmers reached with agricultural assets/ services, of which female	☒	Number	0	5,000	15,000	30,000	50,000	65,000	Annual	Progress reports, annual report, household	TA/PMU	This indicator measures the number of farmers who were provided with

PDO Level Results Indicators	Core	Unit of Measure	Baseline	Target Values**					Frequency	Data Source/ Methodology	Responsibility for Data Collection	Description (indicator definition etc.)
				YR 1	YR 2	YR3	YR 4	YR5				
Of which female	☒	Percent (number)	0	65 (3,250)	65 (9,750)	65 (19,500)	65 (32,500)	65 (42,250)		survey, technical and economic monitoring		agricultural assets or services. It is expected that the baseline value for this indicator will be 0. Assets include property, biological assets, farm and processing equipment, and so on. Services include research, extension, training, education, information and communication technologies(ICTs), production-related services (for example, soil testing, animal health/veterinary services), phyto-sanitary and food safety, agricultural marketing support services, access to farm and postharvest machinery and storage facilities, employment, irrigation and drainage, and finance.
Improved seed replacement rate			BL	—	—	BL+12%	—	BL+25%	At start, mid-term, and end of project	Progress reports, annual report, household survey, technical and economic monitoring	DIME/PMU	Seed replacement rate for each of the four major crops (paddy, maize, wheat, and potato)

PDO Level Results Indicators	Core	Unit of Measure	Baseline	Target Values**					Frequency	Data Source/ Methodology	Responsibility for Data Collection	Description (indicator definition etc.)
				YR 1	YR 2	YR3	YR 4	YR5				
Intermediate Result (Component B) - Income Generation and Diversification												
Number of producer-based organizations supported (number)-GAFSP core indicator			0	200	600	1,000	1,400	1,590 (25 farmers per group)	Annual	Progress reports, annual report, household survey, technical and economic monitoring	TA/PMU	This indicator measures the number of producer-based organizations created or supported under the project. The baseline value of this indicator will be 0.
Number of postharvest facilities constructed and/or rehabilitated (number)-GAFSP core indicator			0	20	80	140	184	184	Annual	Progress reports, annual report, household Survey, technical and economic monitoring	TA/PMU	This indicator measures the number of facilities developed by the project that support activities such as improved storage/improved packaging house technologies, investments to comply with sanitary/phytosanitary, and other food safety standards.
Number of subprojects (business plans) financed by the project on a matching grant basis.			0	—	100	250	400	448	Annual	Progress reports,annual report, household survey, technical and economic monitoring	TA/PMU	This indicator measures the cumulative number of contracts signed and subprojects completed under the MG scheme.
Intermediate Result (Component C) - Improving Nutrition Security												
People receiving improved nutrition services			0	5,000	15,000	30,000	50,000	57,500	Annual	Progress reports, annual report, household	TA/PMU	The indicator is calculated from the increase in the number of people with access to

PDO Level Results Indicators	Core	Unit of Measure	Baseline	Target Values**					Frequency	Data Source/ Methodology	Responsibility for Data Collection	Description (indicator definition etc.)
				YR 1	YR 2	YR3	YR 4	YR5				
and products, gender disaggregated, age disaggregated (number of people)-GAFSP core indicator										survey, technical and economic monitoring		a defined basic package of nutrition services as a result of project investment.
Household dietary diversity score including Adolescents, nursing mothers and children under two years (1,000 days mother target)			BL	—	—	BL+10%	—	BL+20%	At start, mid-term, and end of project	Dietary diversity questionnaire	DIME/PMU	Dietary diversity is a qualitative measure of food consumption that reflects household access to a variety of foods and is also a proxy for nutrient adequacy of the diet of individuals.
Intermediate Result (Component 4) - Project management, communication, and M&E												
Grievances registered addressed within the delay set by the project GRM		Percent	0	60	75	85	85	85	Annual	Grievance registration record of PMU	PMU	The indicator measures the proportion of grievances received by the GRM system, set up by the project, and addressed within the standard period set up by the GRM system.
Periodic reports submitted on time		Number (cumulative)	0	3 (3)	2 (5)	3 (8)	2 (10)	3 (13)	Semiannual and annual	Progress reports, annual report, baseline and impact reports	PMU	

Annex 2. Progress Monitoring Templates

PLEASE SEE THE ATTACHED EXCEL FILE TITLED FANSEP. PROGRES MONITORING TEMPLATES FOR FOLLOWING MONITORING FORMs (MF). CRITICAL FORM WERE DEVELOPED BY THE WB ASSIGNED M&E EXPERT TO GUIDE THE M&E Team. REMAINING FORMS SHOULD BE COMPLETED BY THE M&E Team.

YOU CAN ACCESS THE FILE FOLLOWING THIS LINK FANSEP_Progress monitoring templates.xlsx

PF1.1 CA	Monitoring form for component A activities
PF1.2 CB	Monitoring form for component B activities
PF1.3 CC	Monitoring form for component C activities
PF1.4 CD	Monitoring form for component D activities
F1.5 PRJT	Monitoring form for all components : summary sheet
F2.1 techdev	Monitoring form for Technology adaptation, testing, development and dissemination
F2.2 seedmltp	Monitoring form for seed multplication
F2.3 seedsum	Monitoring form for seed multplication: summary
F2.4 breedmltp	Monitoring form for breed multplication
F2.5 breedsum	Monitoring form for breed multplication: summary
PF1.1 CA	Monitoring form for component A activities
PF1.2 CB	Monitoring form for component B activities
PF1.3 CC	Monitoring form for component C activities
Other	To be completed by M&E Team
other	To be completed by M&E Team

Annex 3. Results Monitoring Templates

PLEASE SEE THE ATTACHED EXCEL FILE TITLED ANNEX 4. RESULTS MONITORING TEMPLATES_FINAL FOR FOLLOWING MONITORING TEMPLATES (MF). CRITICAL FORM WERE DEVELOPED BY THE WB ASSIGNED M&E EXPERT TO GUIDE THE M&E Team. FEW REMAINING FORMS SHOULD BE COMPLETED BY THE M&E Team.

YOU CAN OPEN THE FILE FOLLOWING THIS LINK: FANSEP_Results monitoring templates.xlsx

F12 RF	Monitoring template for Results Framework
F13 TOC	Monitoring template for outcome, results and outputs as per Theory of change
F14 TECH	Monitoring template for detchnology adaptation and dissemination
F15.1 CROP	Monitoring template for crop productivity
F15.2 CROPSUM	Monitoring template to crop productivity: summary sheet
F16.1 MEAT-M	Monitoring template for meat productivity: mutton
F16.2 MEATMSUM	Monitoring template for mutton productivity: summary sheet
F16.3 MEAT-C	Monitoring template for meat productivity: chicken
F16.4 MEATCSUM	Monitoring template for chicken productivity: summary sheet
F17.1 MILK	Monitoring template for milk productivity
F17.2 MILKSUM	Monitoring template for milk productivity: Summary sheet
F18.1 MGCROP	Monitoring template for matching grant program for crop production
F18.2 MGMUTTON	Monitoring template for matching grant program for mutton production
F18.3 MGCHICKEN	Monitoring template for matching grant program for chicken production
F18.4 MGMILK	Monitoring template for matching grant program for milk production
F18.5 MGSUM	Monitoring template for matching grant program: summary sheet
F19.1 OFF FARM	Monitoring template for off-farm income generation
F19.2 OFF-F-SUM	Monitoring template for off-farm income generation: summary sheet

Annex 4. Reporting Structure

Quadrimester /Annual Reporting Structure for PCU (to be submitted to PMU)

Name of Project: Food and Nutrition Security Enhancement Project (FANSEP)

Name of Reporting Office:

District: Report type: (Quadrimester / Annual)

Reporting Period (Quadrimester, Year):

Cover page

Include Name of Project, types of report quadrimester/annual, period covered and date of submission

Table of content

Summary (Not more than one page): Provide key highlights on project location, objective, total beneficiaries rached with their disaggregation (gender, caste/ethnicity, age, geography etc.), major interventions and key results achieved

Component-wise implementation progress (physical/financial/outputs and target versus actual) on each output and with details of producer / farmer groups, Farmers Field School, Nutrition Field School etc. under following components where applicable). Factors behind non-achievement/overachievement & proposals for addressing implementation issues.

Component A. Climate and Nutrition Smart Agriculture Technology Adaptation and Dissemination

Component B. Income Generation and Diversification

Component C. Improving Nutrition Security

Component D. Project management, communication, and M&E

Environmental and Social Safeguard compliance

What are the environmental issues under the project intervention (+ve and –ve) as guided by Environment and Social Management Framework (ESMF)

What are the mechanisms considered to mitigate the negative consequences of environmental /climate change impact to ensure climate resilience

Gender Equality and Social Inclusion

How GESI is promoted during the implementation of the program activities, enhancing gender equality and empowering them in decision making process

Local level grievance redressal mechanism

How the grievances are received and responded, number of grievances received, redressal status

Issues/Challenges/Way forward

Learning: success stories, lessons learnt and best practices (where applicable)

Pictures (if any)

Annex

- Activity wise physical and financial progress tracking

Components	Activities	Unit	Target / Plan				Actual (Achievement)			
			Annual		Quadrimester		Annual		Quadrimester	
			Physical	Financial	Physical	Financial	Physical	Financial	Physical	Financial
Component A	Activity 1.1									
	Activity 1.2 ….									
Subtotal of Component A										
Component B	Activity 2.1									
	Activity 2.2 ….									
Subtotal of Component B										
Component C	Activity 3.1									
	Activity 3.2 ….									
Subtotal of Component C										
Component D	Activity 4.1									
	Activity 4.2..									
Subtotal of Component D										
Grand total										