

Khyber Pakhtunkhwa-Rural Economic Transformation

Project (KP-RETP)

Monitoring and Evaluation Plan

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LIST OF ACRONYMS

4P/PPPP	Public Private Producers' Partnership
ACE	Anti-Corruption Establishment
ADP	Annual Development Programme
AG	Accountant General
AGP	Auditor General of Pakistan
APRM	Accounting Policies and Procedures Manual
AWPB	Annual Work Plan and Budget
BISP	Benazir Income Support Program
CMF	Contract Monitoring Form
CMFS	Community Managed Financial Services
CMO	Contract Management Officer
COs	Community Organizations
COA	Chart of Accounts
CQS	Consultant's qualifications-based selection.
CR	Contract Register
DAC	Departmental Accounts Committee
DC	Director Contracting
DDO	Drawing and Disbursement Officer
EAD	Economic Affairs Division
EOI	Expression of Interest
EOI	Expression of Interest
FA	Financing Agreement
FATA	Federally Administered Tribal Areas
FBS	Fixed-budget Based Selection
FSC	Farm Service Centers
FD	Finance Department
FIA	Federal Investigation Agency
GFR	General Financial Rules
GoKP	Government of Khyber Pakhtunkhwa
GoP	Government of Pakistan
GPN	General Procurement Notice
IA	Implementing Agency
IAC	Internal Audit Cell
ICB	International Competitive Bidding
ICP-CM	IFAD Client Portal – Contract Monitoring
IFAD	International Fund for Agricultural Development
ISO	International Standards Organization
IT	Information Technology
ITB	Invitation to Bid
IUFR	Interim Unaudited Financial Reports
KP-PPRA	Khyber Pakhtunkhwa Public Procurement Regulatory Authority
LCS	Least-cost-based Selection

LO	Local Organization
LSO	Local Support Organization
LTB	Letter to the Borrowers
M&E	Monitoring and Evaluation
MFA	Manager Administration and Finance
MM	Mitigation Measures
MTR	Mid Term Review
NAB	National Accountability Bureau
NCB	National Competitive Bidding
NBP	National Bank of Pakistan
NFSC	New Farm Services Center
NS	National Shopping
OBB	Output Based Budget
O&M	Operation and Maintenance
OSR	Own Source Revenue
PC1	Planning Commission Performa 1
PD	Project Director
PDR	Project Design Report
P&DD	Planning and Development Department
PEFA	Public Expenditure and Financial Accountability
PFOs	Professional Farmers Organizations
PIAC	Provincial Internal Audit Cell
PIM	Project Implementation Manual
PMU	Project Management Unit
PO	Purchase Order
PP	Procurement Plan
PPRA	Public Procurement Regulatory Authority
PS	Procurement Specialist
PSC	Project Steering Committee
PTS	Procurement Tracking System
QBS	Quality-based Selection
QCBS	Quality and Cost-based Selection
QPR	Quarterly Progress Report
REOI	Request for Expression of Interest
RFP	Request for Proposal
RFP	Request for proposal as selection method
RFQ	Request for quotation as selection method
RFQ	Request for Quotation
RMU	Regional Management Unit
RPMU	Regional Project Management Unit
SBD	Standard Bidding Document
SBP	State Bank of Pakistan
SFO	Selection of Farmer Organizations
SOE	Statement of Expenditure
SPN	Special Procurement Notice
SRSP	Sarhad Rural Support Programme

SS	Sole Source
SSS	Single Source Selection
SWOT	Strengths, Weaknesses, Opportunities and Threats
TEVT	Technical and Vocational Training
TEVTA	Technical and Vocational Training Authority
TOR	Terms of Reference

Glossary for M&E Terms

Agreed Action	A recommendation formulated by a supervision or implementation support mission and agreed on with the PMU and the government. A list of agreed actions, with deadlines and responsibilities, is included in every supervision report.
ARIE	The Annual Report on the Independent Evaluation of IFAD is issued by the IFAD Independent Office of Evaluation of IFAD (IOE) and examines IFAD's overall programme performance each year. It is IFAD's principal external accountability tool and allows IFAD to monitor the effectiveness of its work.
AWPB	The annual work plan and budget is prepared each year by the PMU and approved by IFAD and the government. During day-to-day implementation, an approved AWPB is the most important project document and the principal guide on what to do and how to use resources.
CD	The country director is the IFAD staff member responsible for directing IFAD operations in one or more countries
CI	The core indicators are IFAD's standard indicators, which are integrated into project log-frames and can be aggregated across projects and countries for corporate reporting. The CI framework includes outreach, output and outcome indicators. A subset of IFAD CIs is included in the IFAD corporate Results Management Framework.
COI	The core outcome indicators are core indicators at the outcome level. They are measured through the COI surveys at baseline, mid-line (before the midterm review) and end-line (at project completion).
Completion	The date by which all project activities are expected to have been carried out and implementation should cease. From project completion until project closure, which occurs 6 months after completion, the only activities are those related to the completion process and preparation for financial closure.
Completion Progress	The process undertaken to report on the activities implemented, describe the results achieved, promote accountability, elicit lessons learned and develop an appropriate hand-over strategy. Implementation of the completion process and preparation of the project completion report (PCR) are responsibilities of the Borrower.
Component heads	PMU staff responsible for implementing one of the project's technical components. IFAD-supported projects often have two technical components and one project management component.
COSOP	The country strategic opportunities program is prepared every six years for each country with an active IFAD program and provides a framework for IFAD's engagement at the country level, based on the country's goals and IFAD's own mandate and comparative advantage.

COSTAB	An annex to the project design report that lays out total project costs in financial terms (i.e., at market prices) according to different breakdown criteria (by project component and subcomponent, by expenditure account, by financier, etc.) for the life of the project.
Country team	A team of IFAD staff responsible for overseeing IFAD operations in a specific country. It always includes the country director (CD) and a program assistant. Depending on the size of the country portfolio, the team may also include a program officer, and a country program officer.
CSN	For all countries with an active or proposed IFAD program, a country strategy is prepared in either the form of a COSOP or country strategy note. CSNs have a shorter duration, covering up to two years.
DEF	The Development Effectiveness Framework is IFAD's agenda for improving project monitoring and fostering the use of evidence in portfolio management and decision-making.
EA	Executive Agency is the lead agency to coordinate, facilitate the project and ensure project quality, efficiency, good governance,
ECG	The Environment, Climate, Gender and Social Inclusion Division, part of SKD, is responsible for promoting the mainstreaming of climate, gender, youth and nutrition in IFAD operations.
FMD	The Financial Management Services Division strengthens project financial management practices to ensure that funds are used for their intended purposes.
GIS	A geographic information system is a computerized mapping and analysis system that stores and presents spatial data. It connects data to a map, integrating location data (where things are) with descriptive information (what things are like there).
IA	Impact assessments are rigorous impact evaluations conducted by the Research and Impact Assessment Division for 15 per cent of IFAD investments.
Implementation support mission – ISM	A mission fielded by IFAD to provide support in one or more specific aspect of the project (e.g., M&E, procurement, a specific technical component, etc.). These missions do not assign performance ratings and do not require the drafting of a supervision report.
IOE	The Independent Office of Evaluation of IFAD conducts external evaluations of IFAD-financed policies, strategies, and operations. It also validates the PCR.
IPRM	The integrated project risk matrix is a summary project risk register, comprising identified risks, risk ratings, mitigation plans and updates on risk trends. It is prepared at design and updated during supervision missions.

KM Officer	The knowledge management officer is responsible for the processes, tools and behaviors that connect and motivate people to generate, use and share good practices, learning and expertise to improve IFAD's efficiency, credibility, and development effectiveness. The M&E officer and KM Officer work closely together and complement one another.
Lead Project Agency	The institution in which the project is located, and which has overall responsibility for overseeing project implementation. For IFAD-supported projects, it is often the Ministry of Agriculture.
LED	The Office of the General Counsel helps ensure that all IFAD operations comply with the Agreement Establishing IFAD, public international law, the rules and procedures decided by the Governing Bodies and other obligations.
Log-Frame	The logical framework is a matrix or table with results, indicators, and targets against which the project results will be measured. During project implementation, the log-frame is used to monitor performance against set targets and helps assess whether the project is moving forward as planned. It is a key element of a project's M&E system.
Mainstreaming Themes	Four cross-cutting issues prioritized by IFAD are nutrition, gender, youth, and climate. Projects are classified as nutrition-sensitive, gender-sensitive/transformational, youth-sensitive, and climate-focused, based on several criteria related to the project's activities and objectives, sources of financing, target group and log-frame indicators. In IFAD12, IFAD is also looking more closely at two additional and specific target groups: people with disabilities and indigenous people.
M&E Officer	The PMU staff member responsible for monitoring and evaluation. He/she is senior PMU staff and reports to the project coordinator/project director.
M&E Function	What is expected of M&E, which is to provide complete, accurate and up-to-date information on progress and results to project management, government, and IFAD, for both accountability purposes and to facilitate evidence-based decision-making.
M&E Plan	A manual containing the operational details for all elements of the M&E system. It describes how M&E will work throughout the project period. Prepared by the M&E officer, it can be a separate document or part of the final PIM.
M&E System	All the tools, processes, and resources used for the M&E function.
MIS	MIS: The management information system is part of a project's M&E system. In the context of M&E in a project, it refers to a computerized system (spreadsheet or database) to store planning, monitoring, and evaluation data.

MOU	A memorandum of understanding is sometimes used to describe how an IFAD project and partner institution will work together. Where possible, specific M&E tasks and deliverables that apply to a partner institution should be included in the MOU.
MTR	Generally scheduled halfway through implementation, the midterm review follows the same principles and processes as a regular supervision mission but also conducts an in-depth evaluation of implementation issues and project adjustment options.
ORMS	The Operational Results Management System is an internal IFAD management information system – a platform where design, implementation and completion documents for all IFAD projects are produced and processed. It is also where project log-frames and performance ratings are inputted and stored.
OSC	The Operational Strategy and Policy Guidance Committee is IFAD's highest-level operational policy and strategy committee. It assesses quality at entry and endorses corporate operational strategies, COSOPs, CSNs, PCNs, grant concept notes, non-sovereign operations and reimbursable technical assistance.
PCR	The project completion report presents an assessment of project performance, the main project results (based inter alia on the findings of the COI end-line survey) and lessons learned.
PDO	The project development objective is presented in the main text of the design document and log-frame. It is measured through high-level log-frame indicators – for example, related to income, food security and resilience.
PDR	The project design report is the full design document for implementation. It builds on the PCN and consists of a main report with annexes and a PIM.
PIM	The project implementation manual describes the project implementation strategy. It is developed during design and finalized during the first year of implementation, with the participation of project staff.
PMI	The Sustainable Production, Markets and Institutions Division provides technical support to IFAD country programs in key thematic areas, including food production systems (i.e. fisheries, livestock and agronomy), land, natural resource management, water and rural infrastructure, financial services, rural markets and enterprises and rural institutions.
PIM	The project management unit is the team responsible for implementing a project. It is composed of nationals from the country where the project is implemented who are competitively recruited by the national government with IFAD's no-objection.
PIU	Project Implementation Unit is the Implementation Agency under the Ministry of Economic and finance

PMU	Project Management Unit is the Executive Agency under the Ministry of Rural Development
PSI	A project-specific indicator is an indicator included in the project's log-frame or M&E system to capture data required by project management, the government or IFAD that is not captured by Cis.
RIA	The Research and Impact Assessment Division is part of SKD and conducts rigorous impact assessments for 15 per cent of IFAD-supported projects.
RD	The regional director is responsible for managing both the human and financial resources of one of IFAD's regional divisions (e.g. Latin America and the Caribbean; West and Central Africa; etc.).
SM	Support Mission is the regularly mission conducting to support project implementation once a year. It is a follow up mission after Implementation Support Mission.
SP	Service Provider is to provide the technical service for rural road design and technical supervision, training and coaching based on the contract mandate.
WEAI	The study measures women's empowerment using the IFAD Women's Empowerment in Agriculture Index (WEAI). This index will be measured for a sub-sample of female respondents, using the methodology in the COI GL.

1. Introduction:

1.1. Project Rationale

Pakistan is the world's 5th most populous country with a population of 240 million inhabitants (2022 census) out of which 63 percent is rural. Khyber Pakhtunkhwa (KP) is the third most populous province in Pakistan with a population of around 35.5 million. The urban population of KP was estimated to be around 10.5 million people where the rural population of KP was estimated to be around 20 million people. 31% people of KP population were living below the poverty line. People lack clear land ensure rights and most of the poor smallholders depend on landowners and middlemen.

KP region faces various socio-economic challenges, including gender disparities, malnutrition issues, and a youthful population lacking adequate opportunities.

Women in KP are significant contributors to agricultural activities, yet they often face limited access to resources, land ownership, and agricultural training compared to men. By promoting gender-inclusive policies and programs within the agriculture sector, such as providing women with access to land, credit, and training, the project can empower women farmers, leading to improved agricultural productivity and household incomes.

Malnutrition, particularly among women and children, is a pressing issue in KP. An agriculture project can focus on promoting the cultivation of diverse, nutrient-rich crops such as fruits, vegetables, and legumes. Additionally, the project can emphasize nutrition-sensitive agriculture practices, such as bio fortification and crop diversification, to enhance dietary diversity and improve nutritional outcomes, especially for vulnerable groups like pregnant women and children.

KP has a large youth population facing unemployment and underemployment challenges. An agriculture project can create employment and entrepreneurship opportunities for young people by promoting modern farming techniques, agribusiness ventures, and value-addition activities such as food processing and marketing. Moreover, integrating digital technologies and innovation in agriculture can attract youth engagement, as it aligns with their technological aptitude and aspirations.

IFAD will be financing the KP-RETP in the 36 Districts with a total cost of USD **\$178.989 Million till June 2029.**

IFAD Financing breakdown (IFAD)	\$84.192 Million
Domestic Financing breakdown (Beneficiaries)	\$49.064 Million
Government of Khyber Pakhtunkhwa	\$28.953 Million

Co-financing breakdown, (European Union)	\$16.779 Million
Project total financing	\$178.989 Million

Nearly 80 % of people live in rural and Peri-Urban areas, where about 85% of population directly or indirectly earns their livelihoods from agriculture. Most of the farmers have small land holdings, traditional low input and low-output production systems, lack of access to technology, services and financial services, and small and scattered marketable surpluses keep performance of smallholder farming below potential.

1.2. Project Development Objective.

The overall goal of the KP-RETP is to contribute to poverty reduction, and to food and nutrition security of rural households. The development objective is to improve rural income and employment through high value agriculture in a sustainable and climate-resilient manner.

1.3. Project Components:

- i. **Agribusiness Development** (Professional Farmers Organizations, 4P Development, Farm Service Companies and Institutional Services).
- ii. **Skills and Employment Promotion** (Skills Development for agribusiness, employment, start-up capital for self-employment; Public –Private internship programme, support to TEVTA).
- iii. **Project Management and Policy Support.** (Management, implementation coordination and policy support, technical assistance).

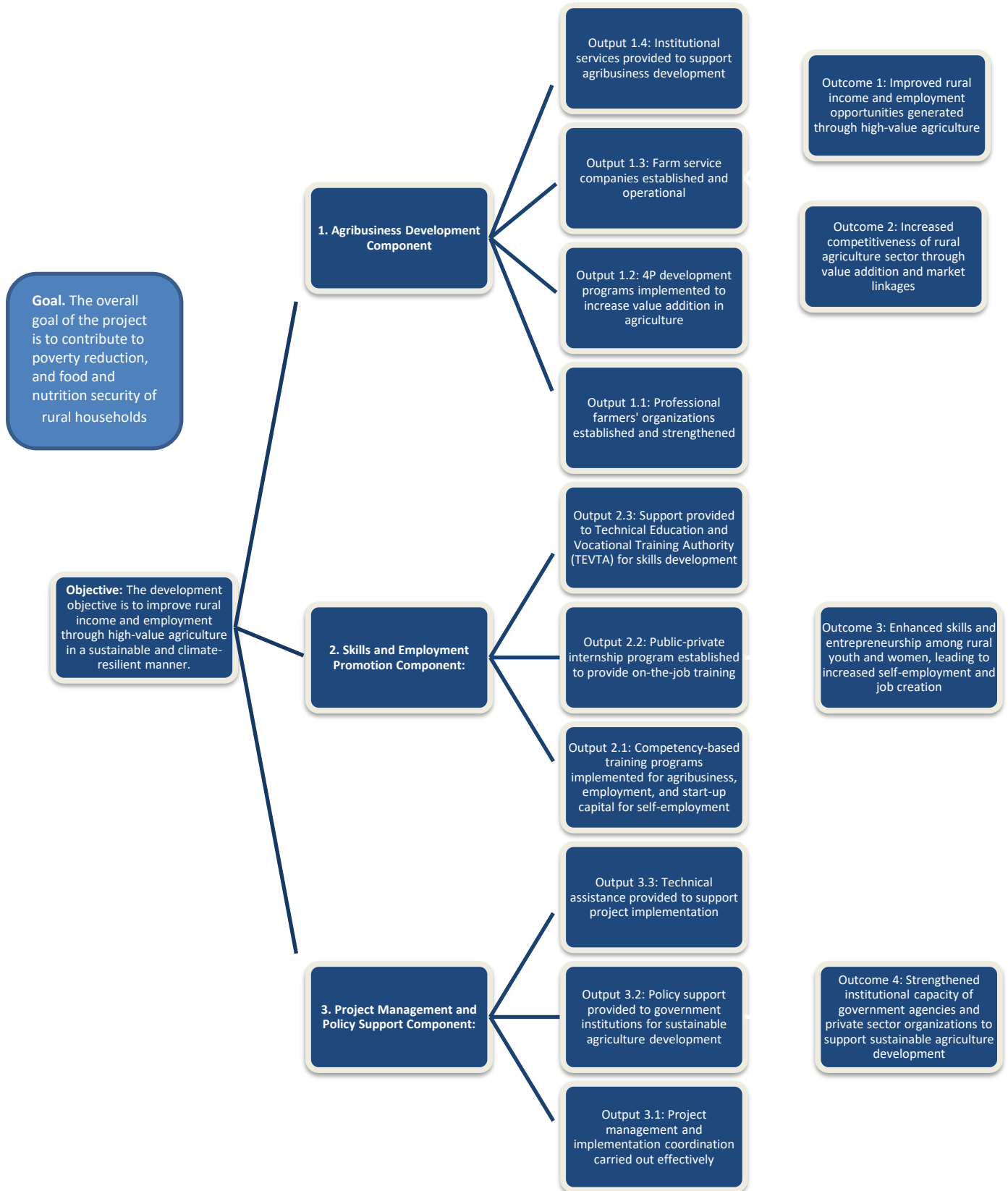
1.4. Purpose of the Monitoring & Evaluation Plan:

The purpose of Monitoring and Evaluation (M&E) in RETP-KP project is to systematically track progress, assess performance, and measure the effectiveness of project activities and outcomes. It helps ensure that the project objectives are being achieved efficiently and effectively. M&E provides valuable data and insights for decision-making, enabling project managers to identify strengths, weaknesses, course correction and areas for improvement. Additionally, M&E helps demonstrate accountability to stakeholders by providing evidence of project impact and informing future planning and resource allocation. Overall, M&E serves as a critical tool for project management, enabling informed decision-making, continuous learning and improvement, and ultimately, the achievement of project goals.

1.5. Scope of the M&E Plan:

The scope of the M&E plan in a project encompasses various aspects that ensure comprehensive oversight and assessment throughout the project lifecycle. It includes defining the objectives, activities, and indicators to be monitored and evaluated, as well as specifying the responsibilities and timelines for data collection and analysis. The KP-RETP M&E plan outlines the scope of monitoring activities, which typically involves tracking inputs, outputs, and outcomes to assess progress towards project goals. It also encompasses evaluating the effectiveness, efficiency, relevance, and sustainability of project interventions, as well as their impact on target beneficiaries and stakeholders. Additionally, the scope of the M&E plan may extend to assessing the quality of project implementation, identifying risks and challenges, and documenting lessons learned for future projects. Overall, the M&E plan is a comprehensive document, covering all key aspects of project performance, impact, and learning to support informed decision-making, accountability, and continuous improvement.

1. (Figure-1) Purpose, Goals output and Outcomes Level



2. The expected outputs of project Components.

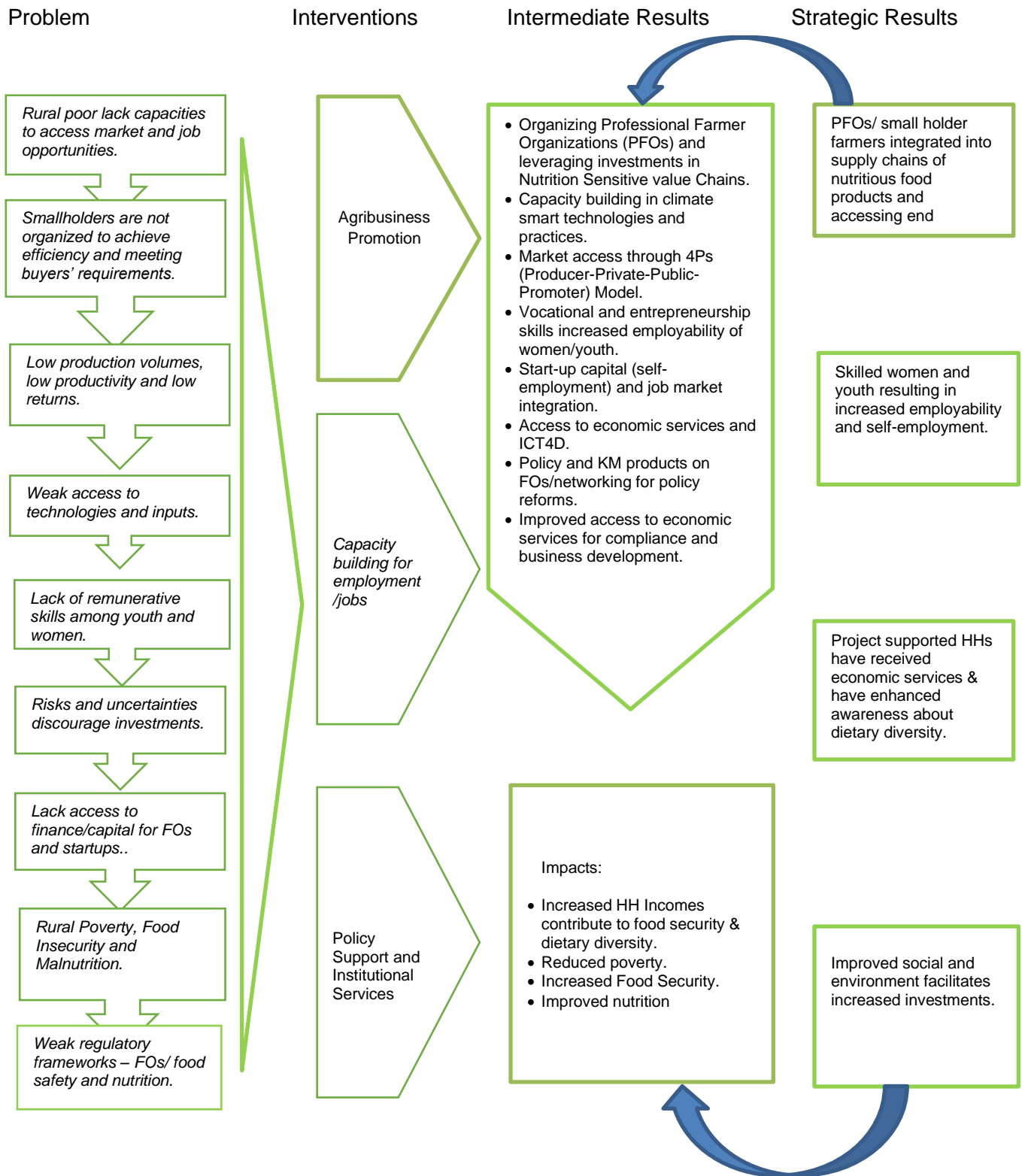
Output Type	End Target	
	Original	Updated at MTR
C-1 Agribusiness Development		
Organizing Professional Farmer Organizations (PFOs).	280 PFOs	*
To contribute to poverty reduction, nutrition and food security of rural households in the Khyber Pakhtunkhwa Province.	262500 household	*
Coaching of producers for increased capacity on business planning, production practices and market advice.	110000 persons	*
Households provided with nutrition education	450000 household	*
Market access through 4Ps (Producer-Private-Public- Promoter) Model	7500 collaborations	*
C-2 Skills and Employment Promotion		
Vocational and entrepreneurship skills increased employability of women/youth	30000 persons	*
Start-up capital (self-employment) and job market integration	20000 persons	*
C-3 Project Management and Policy Support		
Policy development and reform supported	2	*

**The project interventions are at inception stage, so the planned targets for MTR will be develop.*

3. Theory of Change:

The theory of change for the KP-RETP addresses critical issues such as the rural poor's lack of capacity to access markets and job opportunities, unorganized smallholders, low productivity, weak access to technology, lack of skills among youth and women, investment risks, insufficient financing, weak regulatory frameworks, and pervasive rural poverty, food insecurity, and malnutrition. To combat these problems, the project focuses on agribusiness promotion, capacity building for employment, and policy support and institutional services. Intermediate results are achieved through organizing Professional Farmer Organizations (PFOs) and investing in nutrition-sensitive value chains, capacity building in climate-smart technologies, improving market access via the 4Ps model, and enhancing vocational and entrepreneurial skills for women and youth. The project also facilitates start-up capital and job market integration, provides access to economic services and ICT4D, and develops policy and knowledge management products for reforms. Ultimately, the strategic results of KP-RETP include integrating PFOs and smallholder farmers into nutritious food supply chains and end markets, increasing employability and self-employment among skilled women and youth, providing economic services to households with enhanced dietary awareness, and fostering an improved environment that encourages greater investment.

A. Figure-2 Theory of change;



4. M&E Approach

M&E Approach	Description
Participatory Approach	Engage stakeholders at all levels, including beneficiaries, implementing partners, and government agencies, to ensure transparency, ownership, and accountability.
Results-Based Monitoring	Focus on tracking inputs, activities, outputs, outcomes, and impacts to measure the progress toward achieving project goals.
Adaptive Management	Use M&E findings to inform project adjustments and improvements, ensuring responsiveness to emerging challenges and opportunities.

5. Processes and Activities

Process/Activity	Frequency	Responsible
Baseline Assessment	One-time	M&E Team
Routine Monitoring	Ongoing	Field Staff
Mid-Term Evaluation	One-time	M&E Team
End-Line Evaluation	One-time	M&E Team
Data Verification	Ongoing	Field Staff
Stakeholder Feedback	Ongoing	M&E Team

6. Tools for Data Collection and Processing

Tool	Description
Surveys and Questionnaires	Structured surveys and questionnaires for baseline, mid-term, and end-line evaluations.

Tool	Description
Focus Group Discussions (FGDs)	Conduct FGDs with different stakeholder groups to gather qualitative insights and feedback.
Key Informant Interviews (KIIs)	Engage with key informants for in-depth understanding of project impacts and challenges.
Management Information System (MIS)	Develop an MIS to store, manage, and analyze project data.
Mobile Data Collection	Use mobile applications for real-time data collection and reporting.
Geographical Information System (GIS)	Employ GIS tools to map project activities and impacts geographically.

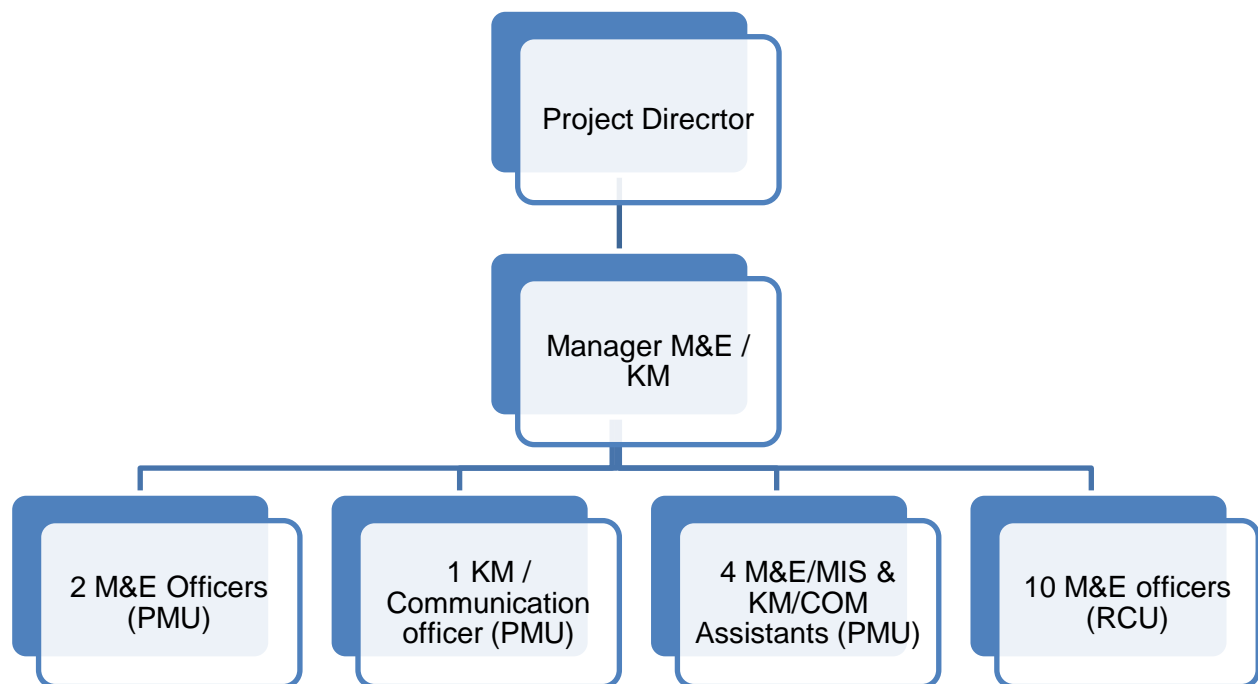
7. Deliverables

Deliverable	Frequency	Responsible
Baseline Report	One-time	M&E Team/ 3rd party
Quarterly Progress Reports	Quarterly	PMU/M&E Team
Annual Progress Reports	Annual	PMU/M&E Team
Mid-Term Evaluation Report	One-time	M&E Team/ 3 rd party
End-Line Evaluation Report	One-time	M&E Team/ 3 rd party
Case Studies and Success Stories	Ongoing	M&E Team
Dashboard	Ongoing/Real-time	PMU/M&E Team

8. Responsibilities

Role/Position	Responsibilities
Project Management Unit (PMU)	Overall responsibility for M&E, including coordination, oversight, and reporting.
M&E PMU Team	Designing and implementing the M&E plan, data collection, analysis, and reporting.
Field M&E Officer	Data collection, verification, and initial analysis.
KM Communication Officer	Generate, capture, share and disseminate relevant information and knowledge to various stakeholders in a timely manner
Implementing Partners	Collaborate with the PMU and M&E team to ensure timely and accurate data collection and reporting.
Stakeholders	Provide feedback and participate in M&E activities to ensure inclusivity and accountability.

Organogram of M&E Staff:



9. Reporting Tools and Knowledge Management

The following methods will be used to the RETP M&E staff to analyze and report data collected by the project M&E system:

- AWPB
- Updated Result on the Project Log-frame
- M&E database/ MIS
- Project Website
- Project Dashboard
- Geographic Information System (GIS)
- Semi-Annual and Annual Reports.
- Value for Money Analysis
- Knowledge Products
- Environment, Social and Climatic change, Management Framework

9.1 Project Website

PROJECT will create a Project Website that will:

- Present information about the purpose and design of PROJECT
- Link to other websites related to the IFAD Country Program
- Summarize progress
- Highlight achievements
- Include links to the MIS, the Project Dashboard, GIS etc
- Download knowledge products
- Find contact information
- Submit complaints, if necessary.

9.2 Project Dashboard

The Project Dashboard is a summary of project progress. It is based on information in the MIS, financial reporting and IFAD Supervision Mission reports.

The PROJECT M&E dashboard is regularly updated and reports progress on activities, outputs, and outcomes, which are instrumental in using data for project planning, reporting and decision-making, while its content complies with the PIM and M&E plans. The dashboard contains data analytics which can be used for KM products and other insightful reports.

PROJECT M&E database captures all key data relating project activities. Data on beneficiaries are disaggregated by gender, age group and other characteristics of the target groups, enabling comprehensive profiling of the target groups.

The Project Dashboard includes:

- Target areas, beneficiaries and activities
- Progress to AWPB targets
- Outputs

- Outcomes
- Updated Project Logframe
- Disbursement by component
- Performance Ratings, based on Supervision Mission reports.

9.3 Geographic Information System (GIS)

The Geographic Information System (GIS) will analyze and present data using maps and charts to illustrate:

- Locations of PROJECT Economic Poles and outputs
- Number, location and type of beneficiaries
- Characteristics of the Economic Poles
- Outcome Indicators, by Economic Pole
- Other geographic data that helps users to understand the progress and results of PROJECT.
- Integrating GIS in an M&E system can help with planning, measuring and visualizing results that have a spatial dimension. Similar to the MIS, the M&E Officer defines the requirements and oversees the setup process.

9.4 Six-Month and Annual Reports

Six-Month and Annual Reports are summary reports based on data collected. There should be no need to collect additional data specifically for the Six-Month and Annual Reports. Most data are in the MIS or are based on financial reports. The Six-Month report should include a short narrative section focusing on challenges and proposed solutions. The Annual Report should have a longer narrative section but there is no need for the narrative to repeat the information presented in tables.

Each implementing agency is responsible to prepare a six-month and annual progress report. Minimum requirements for the six-month and annual progress reports are:

- Activities completed
- Outputs completed
- Progress against AWPB targets
- Disbursement (the six-month report should include an updated projection of disbursement up to the end of the year);
- The Annual Report should include results of the Annual Outcome Survey (after PY3)
- Challenges faced and proposed solutions.

The Six Month and Annual Progress Reports shall contain the following information for EIB:

- A brief update on the EIB Technical Description, explaining the reasons for significant changes vs. initial scope.
- Update on the date of completion of each of the main project activities and sub-projects, explaining reasons for any possible delay.
- Update on the cost of the project, explaining reasons for any possible cost variations vs. initial budgeted cost.
- A description of any major issue with impact on the environment.
- Update of the procurement plan.
- Update on the project's demand or usage and comments.

- Any significant issue that has occurred and any significant risk that may affect the project's operation.
- Any legal action concerning the project that may be on-going.
- Non-confidential project-related pictures, if available.

The Six-Month Report must be submitted to IFAD no later than 31 July each year. The Six-Month report is a summary factual report about physical implementation of the project. The Six-Month Report is submitted together with the six-month Financial Progress Report.

9.5 Post-Completion Report

The following information on project completion and initial operation shall be provided to IFAD approximately 15 months after completion.

Project Post-Completion Report, including:

- A final Technical Description of the project as completed, explaining the reasons for any significant change compared to the Technical Description.
- The date of completion of each of the main project's components, explaining reasons for any possible delay.
- The final cost of the project, explaining reasons for any possible cost variations vs. initial budgeted cost.
- Employment effects of the project: person-days required during implementation as well as permanent new jobs created.
- A description of any major issue with impact on the environment or social impacts.
- Update on procurement procedures and explanation of deviations from the procurement plan.
- Update on the project's demand or usage and comments.
- Any significant issue that has occurred and any significant risk that may affect the project's operation.
- Any legal action concerning the project that may be on going.
- Non-confidential project-related pictures, if available.

9.6 Value for Money Analysis

The purpose of Value for Money (VFM) Analysis is to analyse the costs of producing each type of output in the PROJECT log frame, including:

- Cost per unit of output.
- Cost per beneficiary.
- Cost of achieving Outcome Indicators, based on the Annual Outcome Survey from PY3 on.

The Value for Money Analysis should not only present data on PROJECT but should compare:

- Are PROJECT costs the same, higher or lower than costs of similar outputs in other projects? If they are higher or lower, what is the reason?
- Can we learn which types of outputs contribute most cost-effectively to outcomes?

VFM is based on information on outputs and costs in the MIS and on data from PROJECT financial reports. The VFM Analysis should be reported annually in the Annual Report.

9.7 Environmental and Social Management Framework

The ESMP provides guidelines for the management of potential environmental and social impacts together with climate change aspects of the project interventions. The ESMP identifies parties responsible for monitoring actions, and any training or capacity building needs, Mitigation measures have been identified to reduce present and potential impacts associated with the proposed activities. The M&E unit of RETP-KP will periodically monitor consequences (negative/ positive) of activities during their implementation in particular in the longer term. Assessments gauging the effects and longer-term impact of the project's activities shall be performed and findings shared for the information of the management for taking informed decision. The ESMF indicators shall be taken into account while considering monitoring and assessments of interventions with the SECAP Lense.

10. Updated Project Log-frame

Each year, the Project Log-frame will be updated based on the latest available information on indicators at each level (Output, Outcome and Impact).

The project log-frame should be updated in preparation for the IFAD Supervision Mission each year. The Updated Project Log-frame can be accessed on the Project Website and is annexed to the Project Annual Report (please see the project's log frame on para 15)

11. Data Management and Safeguards

For evaluations and assessments, RETP will engage 3rd party consultants / service providers (SPs) to undertake the evaluative exercises at various points during implementation of the project. The RETP M&E Team will provide overall supervision and guidance to ensure first-hand quality control for the various M&E data collections and quality assurance principles. Quality control will be applied at all levels including design of data collection tool, use of qualified personnel to collect data, proper training of data collection team, use of recommended data collection methodologies and approaches, pre-testing of data collection tool before actual data collection by the enumerators and use of recommended databases for data capture, and proper data analysis.

12. Data Quality Assurance

The selection of survey respondents will be undertaken without any selection bias as random sampling methodology will be used giving all targeted beneficiaries equal chance of participating in the survey. A sample of filled questionnaires (10 percent) will be randomly selected for back-checking by the supervisory team in which the team will revisit the respondents to validate the accuracy of data collected.

The data collected through survey will be checked for completeness and consistency during the data collection period at the field level before data entry is undertaken. Upon the completion of the data entry into recommended databases / spreadsheets, M&E staff will examine the quantitative data to identify common errors including logical inconsistencies, out-of-range values, significant departures from trends, or other errors. The M&E Team will further perform basic data analysis and tabulation to identify potential erroneous data and design a spot-check system to verify data at their sources. The M&E Team also performs logic tests for anomalies and looks for departures from trends among similar data elements collected through different partners. When errors are identified early, the M&E Team will make appropriate corrections by consulting the data source if possible.

13. Data Collection and Methodologies

Periodic data collection and monitoring occurs on a planned basis where, as-needed data collection occurs to answer specific questions of interest to RETP management and the M&E team, or to follow-up on results found during periodic data collection activities or issues identified as per the Reporting schedule.

The M&E Recordings system is not limited to any specific information collection method; rather it places emphasis on variety and flexibility depending on the information needs of the target audience. Data collection methods can be broken down further into quantitative and qualitative methods and special studies. Common quantitative data collection methods are shown in Table below:

Method	Tools
Quantitative Data Collections	<ul style="list-style-type: none">• Survey• Mini Survey• Secondary Information
Qualitative Data Collections	<ul style="list-style-type: none">• Key information interviews• Focus group discussions• Case studies• Observation

13.1. Quantitative methods

To report data needed for monitoring and evaluation and reporting requirements within IFAD, the M&E data collection and use will mainly follow the IFAD's Core Outcome Indicators Measurement Guidelines (COI).

*[The COI measurement guidelines provide a rigorous methodological framework that can be easily used by project teams to collect Core Outcome Indicators (COI) data and thus measure **attributable** changes in CIs through dedicated surveys. The COI measurement guidelines are not only a useful tool for evaluation but also help projects monitor their progress. They also allow to assess changes occurring at the outcome level due to the project intervention and help projects obtaining early evidence of progress towards objectives, assessing whether or not the project is on the right track].*

The guidelines underscore the following principles and methodologies:

13.1.1. Surveys

Surveys are used to: gather systematic evidence of project results; to satisfy more rigorous data validity requirements; and to provide stronger evidence of project impact. Features of formal surveys include:

- large (and possibly representative) samples of the target population numbering in hundreds or more.

- May include a statistically valid control group to attribute observed results to project activities with a high degree of statistical reliability.
- Use a formal, structured questionnaire of mostly closed-ended questions that cover specific issues. May also include some open-ended questions.
- Outsourced to external researchers.

13.1.2. Sample-based survey

Since it is too costly to survey the entire project outreach population, the COI measurement guidelines explain how to generate a study sample that is representative of the desired population.

13.1.3. Quantitative survey

The COI measurement guidelines recommend collecting data through quantitative surveys in order to measure and quantify the effects of project's interventions.

13.1.4. Comparison group

Sample-based surveys are intended to collect data on two differentiated groups over time: the treatment group (sample of beneficiaries) and the comparison group (sample of non-beneficiaries) – mandatory for conducting Impact evaluation, in particular. Attribution can only be determined through surveys contemplating the existence of a treatment and a comparison group reflecting the situation with and without project's intervention. Note that as part of the COI measurement guidelines, the comparison group is mandatory only at the project completion stage.

13.1.5. Baseline data collection

To track the changes in project outcomes over time, RETP will contract consultants to conduct baseline to gather baseline information in the traditional sense of using surveys of the target beneficiaries to establish original conditions at the beginning of a project investment. The baseline survey will measure and, where possible, attribute changes in key results indicators of RETP in the target Economic Poles during the lifetime of the project. The data collection from baseline study will be informed RETP on farmers accesses to use of project infrastructure and services, impacts on productivity, climate resilience and women's economic empowerment. The Baseline also allows RETP to compare between beneficiary and non-beneficiary households and to estimate a relationship between distance of a household from infrastructure outputs and benefits experienced.

13.1.6. Mini Surveys

Mini surveys are used to: validate the findings of key informant interviews or focus group discussions with a sample size; gather quantitative information when speed is a priority; and, gather quantitative information when significant methodological rigor is not required. Mini surveys are not intended to be representative, but rather to give an approximate snapshot understanding of selected issues from a targeted group of respondents. The features of mini surveys include:

- Targeted samples of approximately 20 - 40 respondents selected at random or using specific selection criteria.
- A short questionnaire focused on a limited number of issues (15 – 20 minutes to complete).
- Mostly closed questions but may also include open-ended questions.
- Generates quantitative data that can often be collected and analysed quickly.

13.1.7. Secondary Information

Secondary information tends to be primarily quantitative information, but it can include qualitative information as well. Secondary Information is used to: get general information on the target area or sector; get information on production, sales, and other indicators of enterprise performance at the sector,

sub-sector, cooperative, or lead-firm levels; compare to the performance of project beneficiaries as a control group; compare to information gathered through informal and formal methods as a means of verifying the accuracy of the data. The features of secondary information include:

- It is gathered by project staff.
- Sources include government data/research, academic data/research, studies by donors/organisations, and information from industry associations.

13.2. Qualitative methods

13.2.1. Key Informant Interviews (KIIs)

Key Informant Interviews are used to: gather qualitative information; explore processes of change; understand changes in more depth; explore attribution; and provide insight into the nature of problems and offer potential solutions. The features of key informant interviews include:

- Single respondents selected for their specialised knowledge on the issues being investigated
- Prepared discussion guides and probing on responses
- Conducted by an interviewer and note taker

13.2.2. Focus Group Discussions (FGDs)

Focus Group Discussions are used to: gather qualitative information; explore processes of change; understand changes in more depth; and explore attribution. Focus Group Discussions allow observations of group dynamics and first-hand insights into respondents' perceptions, attitudes, behaviours, etc. While Focus Group Discussions are useful for getting in-depth answers to a limited set of questions, they are less useful for getting broad-based answers to a small or large number of questions. The features of Focus Group Discussions include:

- Consist of moderated group interviews of approximately five to ten people selected for their familiarity with the issues being investigated.
- Use prepared discussion guides and probing on responses.
- Interview homogenous participants in terms of demographics and the issues being investigated.
- Conducted by an interviewer and note taker.

13.2.3. Case studies

Case Studies highlight successes or lessons learned in a particular intervention or sector; summarise changes resulting from project activities; personalise project results by profiling enterprises and/or poor people who have benefited; and highlight lessons learned. Characteristics of case studies include:

- A clear statement of the purpose for the case study
- Describe rationale for the activity or sector
- Provide personal stories of how small support providers, farmers, or farmer households have benefitted from the project and lessons learned.

13.2.4. Observation

Observation consists of observations will be made by key component lead person in RETP day-to-day interactions with and observations of farmers, and other stakeholders. Informal observations will also be used to: gather update information about the status and changes among implementing partners and

farmers and in the broader theme of RETP; quickly assess whether and to what extent change is going to happen. findings from other information collection methods.

13.3. Data Control and Storage

All data will be stored in a database, hard copies, and in the RETP MIS. The MIS will be designed to exchange information, and in particular, to identify beneficiaries who are registered in more than one of these systems to eliminate double counting.

Emphasis must be on the data collection at the output / outcomes level on regular / annual basis. This will meet the need of the log frame indicators and in particular the progress level data that are mostly in demand by the management. The data across all components and implementing partners must be synchronized with data at the PMU level. This must be made mandatory that the PMU will be the point of contact for all data and information as needed by stakeholders. The PMU will act as a hub of the repository of data and knowledge which should cater for the need of all data collections from the IPs, processing, analysis and presentation of data. The PMU must always ensure that the sum total of all the data across all partners for individual / or common components must match with the data centralized at the PMU level. The PMU will be responsible for providing most current and high quality of data to the various missions, in particular the annual supervision mission where the mission demands for updated progress against the log frame indicator. The PMU therefore is responsible for maintaining data in the database that must be duly broken down by the project's components, partners, activities, locations, gender, and age etc. A robust management information system is therefore imperative to meet the data requirements of all the stakeholders, ensure provision of high quality and accurate data at any point in time to the management for taking data driven and informed decisions for course correction.

13.4. Data validation / verification

On a certain frequency, e.g., quarterly basis, the M&E unit of KP-RETP will conduct data validation exercises of the data provided by the implementing partners/ or Cooperatives. These will be sample based random data verification / validation exercises for cross checking of the last quarter data for any inconsistency and deviations. If the deviation found by the data verification teams is larger than expected, then the sample size must be broadened, and validation should take place more frequently to plug any loopholes in the reported data.

The PMU MIS/ Database specialist/ officer would play a crucial role in this regard. The DB specialist should be in regular and frequent contact with all the implementing partners' technical teams to ensure maintaining high quality and accurate data at any point in time.

13.5. Analysis

RETP logical framework sets clear and quantified targets at objective, outcome and output levels linked to IFAD RIMS and ORMS. Key M&E tools will include a household Impact Survey, physical measurements of infrastructure outcomes including traffic counts, a web-based Management Information System (MIS) including geographic information system (GIS) capability and annual Outcome Surveys measuring interim results. A Value for Money Analysis methodology will be integrated in the M&E system.

14. Annual Work Plan and Budget

There will be a meeting of the Programme Technical Committee to exchange information and discuss opportunities for cooperation between the projects. PMU will make a presentation to the meeting with:

- Summary of achievements for the previous year.
- Key physical outputs (type, quantity, location) planned for the next year.
- Any challenges that affect all three projects (not issues that only affect KP-RETP).

Sample Template: **Physical Progress of RETP-KP (AWPB 2023-24)**

Component: Community Development				
	Quantities		Total Achievement	Physical Progress %
	Unit	2024		

15. RETP Logical Framework;

Results Hierarchy	Indicators				Means of Verification			Assumptions
	Name	Baseline	Mid Term	End Target	Source/ MOVs/ (methods of data collection) (how)	Frequency	Responsibility	
Outreach	1. Persons receiving services promoted or supported by the project				Surveys, service providers, records, MIS system, COI survey	Baseline, mid term and completion, yearly	PMU	A baseline survey is conducted; Project approach and timelines are adhered to; An efficient M&E system is developed and implemented.
	Males		262500	588750				
	Females		87500	196250				
	Young		175000	392000				
	Not Young							
	Total # of persons receiving services		350000	785000				
	1.a Corresponding number of households reached				Surveys, service providers' records, MIS system, COI survey	Baseline, mid term and completion, yearly	PMU	
	Women headed households		87500	196250				
	Non- Women headed households		262500	588750				
	Households		350000	785000				
	1.b Estimated corresponding total number of households members				Surveys, service providers'	Baseline, mid term and	PMU	

	Household members		1440000	4350000	records, MIS system, COI survey	completion, yearly		
Project Goal To contribute to poverty reduction nutrition and food security of rural households in the KP province	Beneficiary households reporting improved income from sales through PFOs				Survey	Baseline and completion	PMU	Security situation remains stable and allows implementation of project.
	Households		262500	588750				
Development Objective Income of rural households sustainability improved through climate resilient, high value agriculture and off-farm / non-farm employment opportunities	SF.2.1 Households satisfied with project supported services				COI survey	Baseline and completion	PMU	A baseline survey is conducted; Project approach and timelines are adhered to; an efficient M&E system is developed and implemented.
	Household members		1740000	3480000				
	Women-headed households		78500	157000				
	Households (%)		40	80				
	Households (number)		314000	628000				
	SF.2.2 Households reporting they can influence decision making of local authorities and project supported service providers				COI survey	Baseline and completion	PMU	
	Household members		1650000	3850000				
	Women-headed households		15000	30000				
	Households (%)		38	89				
	Households (number)		300000	700000				
1.2.8 Women reporting minimum dietary diversity (MDDW)				COI survey, assessments	Baseline, mid-term and completion	PMU		
Women (%)		20	60					

	Women (number)		10000	220000				
	Households (%)		10	28				
	Households (number)		10000	220000				
	Household members		800000	1760000				
	Women-headed households		2500	55000				
	Non-women-headed households							
Outcome 1. Enhanced capacity of smallholder farmers for increased market access (professional farmer organizations and farm service centers)	2.2.2 Supported rural enterprises reporting an increase in profit				Outcome survey, MIS system, service providers, records , COI survey	Baseline mid-term and completion	PMU	Baseline established, farmers are willing to participate in PFO and FSC
	Number of enterprises		200	550				
Output 1.1 Support provided to Professional Farmers Organizations, Farm Service Centers and 4Ps and their members	2.1.3 Rural producers' organizations supported				MIS System, service providers' records	Baseline, yearly and completion	PMU	Farmers are interested to participate, updated BISE data on poverty available and targeting guidelines developed

Output 1.2 Coaching of producers for increased capacity on business planning, production practices and market advice	1.1.4 Persons trained in production practices and/or technologies				MIS system, service providers' records	Baseline, yearly and completion	PMU	Updated BISP data on poverty available and targeting guidelines developed, nothing is hindering the participation of any of the categories of person.
	Total number of persons trained by the project		110000	320000				
	Total number of attendances to training sessions							
	Men trained in crop		82500	240000				
	Women trained in crop		27500	80000				
	Young people trained in crop		50000	160000				
	Total persons trained in crop		110000	320000				
	3.1.1 Groups supported to sustainably manage natural resources and climate-related risks							
	Total size of groups		55000	160000				
	Groups supported		200	400				
	Males		40000	120000				
	Females		14000	40000				
	Young		25000	80000				
Output 1.3 Producer-Public-Private-Partnerships (4Ps) established	Producers engaged in 4P collaborations				MIS system, service providers' records	Baseline, yearly and completion	PMU	Availability of farmers willing and interested in entering into 4Ps
	Males		3500	14000				
	Females		1500	6000				
	Total producers		5000	20000				
	Young		2500	20000				
	Partnerships		5	20				
Output	1.1.8 Households provided with targeted support to improve their nutrition					Baseline, yearly and completion	PMU	Nothing (security / customary laws) is

1.4 Households provided with nutrition education	Total persons participating		300000	700000	MIS system, service providers' records			hindering the participation of anyone (especially women) to attend the trainings. Trainings are scheduled in a time and location suitable for all beneficiaries. Persons trained do apply what communicated in the trainings. Value chains are nutrition sensitive.
	Males		85000	175000				
	Females		215000	525000				
	Households		300000	700000				
	Household members benefited		1650000	3850000				
	Young		150000	300000				
Outcome 2. Improved capacity for obtaining jobs and engage in entrepreneurship	2.2.1 New Jobs created				Outcome surveys, MIS system, service providers' records, COI survey	Baseline, mid-term and completion	PMU	Updated BISP data on poverty available and targeting guidelines available
Job Owner – men		30000	63000					
New Jobs		40000	85000					
Job owner – women		10000	22000					
Job owner - young		20000	45000					
Output 2.1 Vocational, technical and entrepreneurial skills trainings provided	2.1.2 Persons trained in income-generating activities or business management				MIS system, service providers' records	Baseline, mid-term and completion	PMU	All categories are interested and nothing is hindering their participation in the trainings
Males		6000	12000					
Females		9000	18000					
Young		15000	30000					
Persons trained in IGAs or BM (total)		30000	60000					
Output	Startup provided for self-employment						PMU	

2.2 provision of startup capital for establishing business and self-employment	Males		4000	8400	MIS system, service providers' records	Baseline, mid-term and completion		Careful assessment of each households potential and endowments
	Females		6000	12600				
	Young		10000	21000				
	Total number of persons		20000	42000				
Output 2.3 Support to individuals entering the job market for the first employment	Persons receiving support				MIS system, service providers' records	Baseline, mid-term and completion	PMU	Careful assessment of each households potential and endowments
	Males		7000	17500				
	Females		3000	7500				
	Young		10000	25000				
Total persons		10000	25000					
Outcome 3. Capacity for policy dialogue / reform strengthened (Farmer Service Center Act, cooperatives act, seed act amended)	Policy 3 Exiting / new laws, regulation, policies or strategies proposed to policy makers for approval, rectification or amendment.				Policy documents, COI survey	Baseline, mid-term and completion	PMU	Willingness of policy makers and other key stakeholders to provide enabling environment.
	Number		2	5				
Output 3.1 Policy development and reform supported	Policy 1 Policy relevant knowledge products completed				MIS System	Baseline, yearly and completion	PMU	
	Number		2	5				
	Policy 2 Functioning multi-stakeholder platforms supported				MIS System	Baseline, yearly and completion	PMU	
	Number		0	1				

16. Data collection forms

Household (HH) Profile/Baseline of PFO

1. General Information:

1.1 Name of District		1.2 Name of Tehsil	
1.3 Name of Union Council		1.4 Name of Village	
1.5 Name of HH Head		1.6 Gender of HH Head	
1.7 Age of HH Head		1.8 CNIC number (without space)	
1.9 Contact No 1		1.10 Contact No 2	
1.11 Family size		1.11 Number of young persons (below 35yrs)	
1.13 Number of not young persons (above 35)		1.14 Physical disability in the HH 1= yes, 2= No	(use codes here)
1.15 Number of persons with physical disabilities in the HH		1.16 Total Male membership in a community organization (CO)	
1.17 Total Female membership in a community organization (CO)		1.18 Total cultivable Land holding (Acre)	
1.21 Beneficiary of KP-RETP components: Yes/ No, If Yes, specify		(1) PFO (2) 4P (3) NFSC (4) Skills Development	

<p>a. Education Codes 1= Primary, 2=Middle, 3= Secondary, 4=Higher Secondary, 5=Bachelors, 6= Masters, 7=Post Graduate, 8=Illiterate</p>	(use codes here)	<p>b. Occupation 1=Government Employee, 2=Private employee, 3= Self-employed 4= Daily wage earner, 5= Housework 6=Unemployed</p>	(use codes here)
<p>c. Dietary Diversity/ Nutrition Codes 1= Cereals, 2= Vitamins Rich Vegetables and Tubers, 3= Dark Green Leafy Vegetables, 4= Other Vegetables, 5= Vitamins Rich Fruits, 6= Flesh Meats, 8= Eggs, 9= Legumes, 10=Nuts and Seeds, 11= Milk and Milk Products, 12= Oils and Fats, 13= Sweets,</p>	(use codes here)	<p>d. Food Security (Sources of food, Consumption, Reasons of food Shortage) Codes 1= Own farm production, 2= Purchased food, 3=Government rations, 4= Supplies from relatives/friends, 5= Others (Specify)</p> <ul style="list-style-type: none"> • Number of meals the household normally has per day • Number of days the household consumed meat and fruits in the last week <ul style="list-style-type: none"> • Decline in own farm production • Lack of funds to purchase food • Unemployment of household member • Markets accessibility issues • Other (specify) 	(use codes here) Insert numbers and tik marks the indicators

2. Economics of Agriculture and Allied sectors:

2.1 Crops	Total cultivated land (Acre)	Total Production (kg)	Cost of production	Total Sale (kg)	Total Income
Wheat					
Maize					
sugarcane					

Tobacco					
Brassica					
Ground nut					
Garlic					
Ginger					
Melons					
Strawberries					
other vegetables					
2.2 Fruits	Total number of fruit bearing plants (kg)	Total Production (kg)	Cost of Production	Total Sale (kg)	Total Income
Apricots					
Guava					
Pear					
Peach					
plum					
citrus					
Pomegranate					
Grapes					
Mango					
Persimmon					
Lychee					
2.3 Livestock Farming	Total number of Animals	Total production (kg)	Cost of production	Total Sale (kg)	Total Income
Buffaloes					
Cows					
Sheep					
Goats					
2.4 Poultry Farming	Total number of Birds	Total Production (No/Kg) (Eggs & Meat)	Cost of production	Total Sale	Total Income
Layers					
Broilers					
Ducks					
Quail					

Partridge (Teetar)					
Turkey Birds					
2.5 Fish Farming	Total fish seed in pond	Total production (kg)	Cost of production	Total Sale	Total Income
Rohu					
Chines Grass					
Mahaseer					
Mirgal Mori					
Mullee					

3. Cropping patterns and status of inputs and technology:

Rabi Season				Kharif Season			
Cropping Pattern	Are you satisfied with the quality & quantity of inputs available?	Do you have Access to technology?	Are you satisfied with the role of inputs suppliers.	Cropping Pattern	Are you satisfied with the quality & quantity of inputs available?	Do you have Access to technology?	Are you satisfied with the role of inputs suppliers?
<input type="checkbox"/> Wheat <input type="checkbox"/> Gram (Chick Pea) <input type="checkbox"/> Tobacco <input type="checkbox"/> Rapeseed <input type="checkbox"/> Barley <input type="checkbox"/> Mustard <input type="checkbox"/> Garlic. <input type="checkbox"/> Onion <input type="checkbox"/> Coriander <input type="checkbox"/> Sunflower <input type="checkbox"/> Potato <input type="checkbox"/> Sugar beet. <input type="checkbox"/> Cabbage <input type="checkbox"/> Cauliflower <input type="checkbox"/> Radish	Yes, <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> Yes, <input type="checkbox"/> No	<input type="checkbox"/> Yes, <input type="checkbox"/> No <input type="checkbox"/> Yes, <input type="checkbox"/> No	<input type="checkbox"/> Maize <input type="checkbox"/> Rice <input type="checkbox"/> Bajra <input type="checkbox"/> Mung <input type="checkbox"/> Mash <input type="checkbox"/> Sugarcane <input type="checkbox"/> Cotton <input type="checkbox"/> Chillies <input type="checkbox"/> Turmeric <input type="checkbox"/> Jowar <input type="checkbox"/> Arhar (Pigeon Pea) <input type="checkbox"/> Tinda <input type="checkbox"/> Cucumber <input type="checkbox"/> Bottle gourd			

<input type="checkbox"/> Spinach <input type="checkbox"/> Radish <input type="checkbox"/> Turnip <input type="checkbox"/> Peas (Mattar) <input type="checkbox"/> Ground Nuts. <input type="checkbox"/> Brinjal <input type="checkbox"/> Carrot <input type="checkbox"/> Beans <input type="checkbox"/> Tomato				<input type="checkbox"/> Bitter gourd <input type="checkbox"/> Okra <input type="checkbox"/> Bringal <input type="checkbox"/> Pumpkin <input type="checkbox"/> Tomato <input type="checkbox"/> Water Mellon <input type="checkbox"/> Musk Mellon <input type="checkbox"/> Apricot <input type="checkbox"/> Banana <input type="checkbox"/> Apple <input type="checkbox"/> Dates <input type="checkbox"/> Pomegranate <input type="checkbox"/> Walnuts <input type="checkbox"/> Almonds			
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4. Financial Facilities:

Source of Finance	Credit Limit	Interest rate	Outstanding Liability	Access to Govt Programs

5. Value Chains:

Core Value Chains	[_____] (use code)	i=Citrus, ii =Plum, iii= Peaches, iv= Pears, v= Lychee, vi= Strawberries, vii=Melons, viii= High value vertical farming, ix= Commercial dairy, x=Poultry farming. xi= Cereals, xii= Pulses, xiii= lentils xiv=others (specify)
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5.1. Core Value Chain

Type of Core Value Chain	Number of Fruit bearing Trees/ Cropped area (Acre)/ Animals/ Birds	Total Production (kg)	Total Wasted (kg)	Total Sale (kg)	Total Income (Rs.)

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5.2 By products of core value chain

By product	Total production (kg)	Total consumed (kg)	Total sale (kg)	Total income (Rs.)

6. Existing Market Linkages

Description	Response	Codes
What type of market linkages do you have with regards to Core value chains?	[], [], [], [], [], (use codes, multiple options can be chosen)	1= Local Markets, 2= Exporter, 3= Provincial Market 4= National Markets, 5= Don't Know

7. Agribusiness risk management

Description of Risk	Losses (PKR)	Response on risk Management measures	Code
Production risk		i. Integrated Pest management (IPM) ii. Usage of disease tolerant seed iii. Usage of risk reducing technologies iv. Disease resistant species of livestock v. livestock bred to provide better productivity. vi. crops and livestock bred specifically to improve marketability. vii. Intensify the farming system viii. Production diversification	[] (use codes, multiple options can be chosen)
Market/ Price risk		I. Spreading Sales II. Direct Sales III. Contract Arrangements IV. Agreeing on the Price in advance of the Sale V. Building Trust VI. Market Price Information	[] (use codes, multiple options can be chosen)
Financial risk		I. The holding of assets that can be used to meet cash demands II. Selling and Leasing Assets III. Managing the Phasing of Investments	[]

		IV. Contingencies V. Insurance	(use codes, multiple options can be chosen)
Institutional risk		I. Traditional Societies provide security against risk through Strong Community Bonds II. Producer Groups III. Cooperatives	[_____] (use codes, multiple options can be chosen)
Human or Personal risk		I. Human Resource Management II. Labour Planning	[_____] (use codes, multiple options can be chosen)

Constraints & Challenges:

Opportunities:

Farmer signature: _____

Submitted by PMU(KP-RETP) staff /Name & Signature): _____

Monitoring & Evaluation Report (Part-A)

KHYBER PAKHTUNKHWA RURAL ECONOMIC TRANSFORMATION PROJECT (KP-RETP)

1	Cluster				
2	BMP				
3	District/location				
4	Status of PFO				
5	Component Description / Objectives				
6	Source of Funding / Plan Provision				
7	Component total cost				
8	Expenditure	Releases		Expenditure	
10	Particular Project activity/ value chain.				
11	Scope of Work				
12	Sector	Sub sector			
13	Report	New		Follow-Up	
14	Reporting Officer	Name		Designation	
15	BMP	PFO	IP	Completion Period	Description of Work
16	Date of Visit				
17	GPS Coordinates of Site	Site Name		Latitude	Longitude
18	Observation Status (In case of Follow-up)				
19	Workmanship Quality	1. Extremely Poor 2. Poor			

		<ul style="list-style-type: none"> 3. Fair 4. Good
20	Implementation Schedule	<ul style="list-style-type: none"> 1. Not Available 2. Available
21	Pace of Physical Work:	<ul style="list-style-type: none"> 1. Extremely Behind 2. 12 months Behind 3. 9 months Behind 4. 6 months Behind 5. 3 months Behind 6. On Schedule 7. Ahead of Schedule
22	Financial progress (%)	
23	Physical progress as observed at site (%)	
24	Project Activities v/s Project Objective	<ul style="list-style-type: none"> 1. Planned activities not conducted 2. Ineffective utilization of resources & low coverage of target population 3. Impractical approach adopted 4. Objectives partially achieved 5. Proper approach adopted 6. Effective utilization of resources & Target Population covered 7. Objectives achieved are measurable 8. Cost Effective with long term impact
25	Disputes and Litigations:	No / Yes)
26	Procurement Plan & Procedure	<ul style="list-style-type: none"> 1. Tender Documents Not Provided 2. Advertisement not floated as per rules 3. Realistic bids not received / Tender Register Not maintained 4. Technical & Financial Bids improperly Evaluated 5. Comparative statement developed but not informative 6. Technical & Financial Bids properly Evaluated 7. Procurement made as per rules
27	Health and Safety consideration	<ul style="list-style-type: none"> 1. Unaware 2. Partially aware but not followed 3. Inadequately aware and needs improvements 4. Proper Housekeeping / Warning boards / signs installed at site 5. Qualification / competency training of persons doing specialized tasks or using equipment's
28	Coordination among stakeholders	<ul style="list-style-type: none"> 1. Weak coordination among all stakeholders 2. Weak coordination among few stakeholders 3. Fair coordination among few stakeholders 4. Fair coordination among all stakeholders 5. Satisfactory Working relationship
29	Availability of Approved Drawings / Specs (If applicable)	<ul style="list-style-type: none"> 1. Defective Design/ Not Available 2. Partially Available 3. Available
30	Supervision	<ul style="list-style-type: none"> 1. Inefficient 2. Weak supervision 3. Average 4. Fair

		5. Capable & Effective
31	Project Estimation	<ol style="list-style-type: none"> 1. Poor Estimation 2. Inappropriate / Not as per site 3. New items incorporated during execution 4. Change of scope occurred but not Approved 5. Change of scope occurred & Approved 6. No new items incorporated during execution 7. Fair estimates prepared but cost overrun due to Inflation 8. No variation in quantities during execution 9. Proper activities Estimation with all requisite plans
32	Activity Feasibility / Site Feasibility	<ol style="list-style-type: none"> 1. Feasibility document Not Provided / Not Feasible. 2. Feasibility not fully satisfying the criteria. 3. Feasibility conducted but not approved. 4. Feasibility prepared and approved.
33	Sustainability	<ol style="list-style-type: none"> 1. Not Sustainable 2. Sustainability measures not available 3. Sustainable with low impact (Economical, Financial and Environmental) 4. Few components of the projects are sustainable 5. Project is sustainable / O&M is covered 6. Sustainable with impact
34	Human Resource availability	<ol style="list-style-type: none"> 1. Positions not filed 2. Positions partially filled 3. Positions Adequately filled
35	Handling of Activities	<ol style="list-style-type: none"> 1. Extremely Poor 2. Poor 3. Fair 4. Good
36	Quality / Physical condition of Procured Items	<ol style="list-style-type: none"> 1. Extremely Poor 2. Poor 3. Fair 4. Good
37	Deviation from Scope of Work, If Any	<ol style="list-style-type: none"> 1. Major 2. Minor 3. No
39	Material / soil Testing	<ol style="list-style-type: none"> 1. Fake Test Provided 2. Documents not Provided / Test Not Conducted 3. Partially conducted 4. Conducted

S. No.	Issues / Irregularities / Defects	Action Required	By Whom with Designation	Time Frame

Recommendations:

<ol style="list-style-type: none"> 1. 2. 3.
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(Part-B) M&E report.

S/No	Monitoring Indicators	Status	S/No	Monitoring Indicators	Status
1	Area (hectares/acres) of vegetation clearance.		13	Number of safeguards training courses conducted for all staff including extension officers.	
2	Incidences of work-related illnesses at construction sites or project areas.		14	Number of safeguards training courses conducted for beneficiaries.	
3	Incidences of work-related injuries at sites		15	Ratio of men to women trained (ensure equity in the training processes).	
4	Number of pit latrines for excreta disposal for workers.		16	Implementation of the public consultation plan.	
5	Number of agro-infrastructure rehabilitated.		17	Institution of planned maintenance of machines and infrastructure.	
6	Number of direct beneficiaries.		18	Number of climate smart technologies adopted.	
7	Quality of construction materials for the agricultural, agro-processing infrastructure.		19	Area of degraded land reported and or restored.	
8	Quality of water discharged from the establishments.		20	Area of land under climate smart agriculture.	
9	Number of employment opportunities for locals.		21	Quantity of pesticides and fertilizer used.	
10	Number of new employees engaged by the project.		22	Use of IPM.	
11	Ratio of men to women employed by the project (ensure equity in the recruitment processes).		23	Water and soil conservation structures established.	
12	Percentage of youth engaged in the projects.		24	Climate change coping mechanisms and adaptation strategies employed.	

17. Indicator Definitions

Name of Indicators	Definitions	Collection Method
<p>1. Persons receiving services promoted or supported by the project</p>	<p>Mandatory Core Indicator (CI) for all IFAD-financed projects in line with CI Guidelines (2020).</p> <p>CI 1 refers to the number of new individuals who have received services or participated to activities promoted or supported by the project during the considered period (annual reporting).</p>	<p>Beneficiaries of C1: (i) All households living in rural communities in the catchment area of the roads (i.e. the households locate in surrounding areas of the project road and connecting roads, and hence, likely to use that road to access a main market or the highway network) will be considered as direct beneficiaries. These communities will be identified by desk studies and confirmed by stakeholder consultations, with population and other data obtained from Commune Database of Ministry of Planning. Three steps of the process are:</p> <ul style="list-style-type: none"> - Desk study: reviewing the official MoP 2021 Community Data Base (CDB) and using GIS software to define the Sub-projects catchment areas to overlay communes and villages locations within the defined sub-projects catchment. - Site visit: the SP1 technical engineers and social specialists visit the sites to site-investigate the roads network wherever those roads are connecting to the sub-projects and confirm the numbers of potential beneficiaries resulting from the desk study. - Consultation: to validate, the E&S specialists conduct consultation with local authorities (commune and village committees) and potential beneficiaries to confirm that the numbers are accurate and reliable. The E&SSs briefly describe the targeting and agricultural production to benefit from the improvement of each sub-project. <p>(ii) A similar procedure should be used for markets and ferries. Only farm households who will actually use collecting points (assessed through stakeholder consultations) should be counted as direct beneficiaries. Direct beneficiaries should be</p>

		<p>clearly identified and counted separately for each sub-project, reported in FSR and used to evaluate sub-project eligibility criteria.</p> <p>(iii) Total outreach for C1 will be calculated by eliminating overlaps between sub-projects from these figures.</p> <p>Beneficiaries of C2: Total outreach of SC 2.1 and SC 2.2 are direct beneficiaries. The details on counting the digital platform and apps users are described below 2.2.2</p> <p>Total beneficiaries: Outreach of the project is the total beneficiaries from C1 deducting the overlapped ones from C2 by identifying the village codes.</p>
<p>1.a Corresponding number of households reached</p>	<p>Relative to the CI 1, CI 1.a refers to the number of new households in which at least one member received services or participated to activities promoted or supported by the project, during the considered period (annual reporting). If two persons belonging to the same household (e.g., the husband and wife) have received direct project support, then this household should only be counted once for annual reporting. If the same families are being supported over the years, they should only be counted once.</p> <p>This indicator refers to an individual who is responsible for the organization and care of the household and is regarded by household members.</p>	<p>This indicator is the total the number of households reached under C1 and number of households under C2 (i.e. this equals to the number of trainees and digital platforms/apps users, and we assume that each household has only one trainees or users)</p>

1.b Estimated corresponding total number of households members	CI 1.b refers to an estimate of the total number of persons in the households supported by the project (as reported under the previous indicator), during the considered reporting period (annual reporting). This estimate is based on the average number of persons per household recorded in the country or, if available, in the project intervention area.	If no direct measurement is available, information is collected by project M&E staff based on national statistics (for data on average household size). It can also be estimated by multiplying the number of households reached by the project (indicated in CI 1.a) by the average household size in the project area. The indicator includes all household members, even those who did not receive project services (e.g. children). In projects with an infrastructure focus like RETP, indicator 1.b may be equal to 1 because all members of the households (even children) living in the catchment area can be considered as persons receiving services promoted or supported by the project (CI.1)
Declining rural poverty rates with improvement in status of women-headed hhs	This indicator refers to the national poverty headcount ratio and it is the percentage of the population living below the national poverty line(s). National estimates are based on population-weighted subgroup estimates from household surveys.	<p>The Royal Government of Cambodia (RGC) with support from World Bank updated the poverty estimates based on the Cambodia Socio-Economic Survey.</p> <p>The new poverty line for Cambodia in 2019-2020 was US\$2.69 per day in Phnom Penh, US\$2.35 in provincial urban centers and US\$2.19 in rural areas. The rates vary as the lowest at 4.2% in Phnom Penh, at 12.6% in other urban areas, and the highest at 22.8% in rural areas.</p>
Increasing agriculture growth rate	This indicator refers to gross domestic product (GDP) growth of the agriculture sector.	National Institute of Statistics, World Bank WDI
Women's Empowerment in Agriculture Index	This indicator is compulsory as RETP is classified as a 'gender transformative project'. It replaces the IE.2.1: Individuals demonstrating an improvement in empowerment (IFAD empowerment index).	Ten composite indicators are used to construct the five domains of the index. To reduce the time needed to administer the survey, four of the ten indicators were dropped, leaving six indicators across the same five domains, which is known as the Abbreviated-WEAI (A-WEAI)
A-WEAI - Number	The Women's Empowerment in Agriculture Index (WEAI) is an aggregate index, reported at the country or regional level,	

	based on individual-level data collected by interviewing men and women within the same households.	
Number of direct beneficiaries experiencing at least 25% increased earnings-per-day from on-farm or off-farm work	This indicator refers to the members of households that report at least 25% increased earnings from on-farm or off-farm work in the impact surveys.	This indicator compares results from the baseline surveys to end-line surveys. NB: Mid-term survey was cancelled due to the delayed finalization of infrastructure works envisaged under C1 - Phase 1.
The growth in the traffic and businesses visible along the roads, in the markets and ferry landings constructed by the project.	This indicator refers to the increased percentage of road traffic by type of vehicles and the increased percentage of businesses located along the road.	This is measured from the feasibility studies (SP1) and impact surveys (SP4), comparing the number prior and after the road and the facilities constructed.
% Of infrastructure sub-projects incorporating climate-adaptive design features	This indicator refers to the percentage of total infrastructure (road, market, ferry) that have incorporated climate change adaptation and mitigation measures into the design as recommended by the vulnerability and risk assessment of each subproject.	This is assessed from Infrastructure design report. The criteria related to: (i) Climate impact specific adaptation measures (such as drainage, road slope and elevation, embankment, water underpass, material selection suitable for temperature/precipitation of that particular site, bioengineering, etc.); (ii) Climate mitigation: roadside plantation, etc.
% Of the productive and market infrastructures still used and sustainable after project yr 6	This indicator refers to the improved infrastructures that are still being used after being constructed.	This is assessed after the project end and the department of rural road will conduct the evaluations.

<p>3.2.3 Households reporting a significant reduction in the time spent for collecting water or fuel</p>	<p>This CI is compulsory as RETP is classified as a 'climate-finance project'.</p> <p>The CI refers to the project beneficiaries who claim to have halved the amount of time spent by household members collecting drinking water or fuel wood, per day or week.</p>	<p>The indicator only applies to the beneficiaries who received support from the project for interventions such as drinking-water schemes, wells, rainwater collection infrastructure, rural roads, tree plantation: check with Project M&E system. The indicator compares results from the baseline surveys to end-line surveys.</p>
<p>Market, processing or storage facilities constructed or rehabilitated</p>	<p>This indicator refers to the number of market, processing or storage facilities that have been fully constructed or rehabilitated by the project during the considered period. Market facilities are the structures used to sell produce, such as marketplaces and shading structures. Processing facilities include equipment and machinery that are used for the transformation of agricultural produce (such as mills, hullers, sellers, extractors) where value is added. Storage facilities include structures used for mid- to long-term storage or preservation of produce. The facilities may be on-farm storage structures such as containers and small silos, or village/community facilities such as warehouses, granaries, and large silos.</p>	<p>Data to be collected from routine M&E activities. For each planned infrastructure item, project records (M&E database) should include at least the following key data on physical works: contract start date and planned completion date; type of infrastructure (markets/processing/storage); actual completion date, volume and type of produce expected to be treated/stored annually. Note: To avoid double-counting, reporting should only concern the infrastructure for which physical works were fully completed during the considered period (even though construction may have started earlier). Infrastructure for which physical works have started during the considered period, but are not yet complete, will be reported in the next reporting period (or upon completion).</p>
<p>Number rural youth employed</p>	<p>This indicator refers to the number of rural youths get employed after the skill development trainings and business incubator activities under SC 2.1</p>	<p>This data is collected by PIU and SP2 M&E staff.</p>
<p>Persons trained in income-generating activities or business management</p>	<p>This CI refers to the number of rural youths who during the considered period, have completed training in topics related to income-generating activities - both skills training courses and business incubator - under SC 2.1.</p>	<p>Data to be provided by training provider to SP2, hence to PIU M&E staff. If the same person has been trained more than once during the considered period, he/she should be counted only once in order to avoid double-counting of beneficiaries. Only trainees who complete the training and get the certification are recorded.</p>

Rural enterprises - Enterprises	This CI refers to the number of rural young entrepreneurs supported by the business incubator programme to develop and start up their own small enterprise in the rural economy under SC 2.1. Trainees have been assisted in developing business plans, conduct market research and seek start-up financing.	Data to be provided by business incubator organization to SP2, hence to PIU M&E staff. Only trainees who complete the training and get the certification are recorded.
Number of persons trained in digital literacy	This indicator refers to the number of rural people from AIMS and ASPIRE business clusters in 32 Economic Poles that have been provided with digital literacy courses.	Data to be provided by training provider to SP3, hence to PIU M&E staff. If the same person has been trained more than once during the considered period, he/she should be counted only once in order to avoid double-counting of beneficiaries. Only trainees who complete the training and are recorded.
Number of persons participating in technology adoption sub-projects	This indicator refers to the number of people trained in digital online literacy courses with customized design if needed.	By far, the difference with the above training is that the trainers provide course for trainees by coming to their home individually, rather than gathering trainees as a class in community venues.
Applications tested and rolled out with grant funding - <i>Number</i>	This indicator refers to applications which will be based on examples of digital technology applications for smallholders, the agriculture value chain and the rural economy, that have proved successful in other countries, or that have been tested in Cambodia and need further support to scale up, or have potential to grow through solving specific problems of the Cambodia rural economy	This indicator is counted when it is rolled out or it can be downloaded from Play Store or App Store.
Users - Number	This indicator refers to the number of users registered in the 5 satellite applications and KAS Core Platform, and this number is counted when the apps are rolled out or can be downloaded via Play store or App Store.	This indicator does not count the duplicated users of more than one app. KAS Core Platform using KAS-IAM as a single user sign-on among all the KAS Core. So, it will not be double counting in all KAS applications. To avoid duplicated counting with other component and sub-components, it does not track the village data as it would discourage users to register. We could estimate based on the

		situation (e.g. that KAS users are all over the country, and other activities reach about 10% of rural households, so assuming 10% of KAS users are duplicates).
Applications supported by Challenge Fund reaching testing stage - Number	<p>This indicator refers to grants providing to support development and testing of innovative digital applications for use in the rural economy which will be developed as part of the KAS. Grants will be disbursed in three stages.</p> <ul style="list-style-type: none"> - Stage 1: to support market research and development of a detailed proposal describing the functions of the application, the intended users, and the business strategy. - Stage 2: to support development of a working application and initial testing with rural users. - Stage 3: to support extended testing of the application and initial roll-out. 	This indicator is counted when it is rolled out or it can be downloaded from Play Store or App Store.
Users - Number	This indicator refers to the number of users registered in the 5 satellite applications and KAS Core Platform, and this number is counted when the apps are rolled out or can be downloaded via Play store or App Store.	<p>This does not count the duplicated users of more than one apps. According to TSC colleagues, counting unique users of multiple apps under Challenge Fund can be achieved if the apps can employ one of the following methods for user registration:</p> <ol style="list-style-type: none"> 1. Phone number 2. CamDigiKey 3. KAS-IAM 4. Google Account 5. Apple Account 6. Email 7. Identification Card (ID Card) number

		To avoid duplicated counting with other components and sub-components, it does not track the village data as it would discourage users to register. We could estimate based on the situation (e.g., that KAS users are all over the country, and other activities reach about 10% of rural households, so assuming 10% of KAS users are duplicates).
Wholesale markets feasibility study completed	The indicator refers to the first CPS study under SC 2.3, namely a feasibility study for development of regional wholesale markets for the safe vegetable value chain, including links to local markets / collection points and links to 31 national markets.	This indicator is counted when the study report is accepted by PIU.
Policy-relevant knowledge products completed	The indicator refers to the number of policy studies completed and provided to relevant policy makers under SC 2.3. Each policy study should produce an analytical report and a policy brief; together the analytical report plus the policy brief is considered as 1 knowledge product.	This indicator is counted when the policy study reports are completed and when relevant, policy briefs are produced and accepted by PMU.