

**Draft agenda** (as of 30 August 2013)

The agenda is based on the [framing document](#) and takes into account [input provided by participants](#) in response to the workshop's guiding questions.

<b>DAY 1: Monday, 9 September</b>	
	Registration
Morning with coffee break	<p><b>Opening</b></p> <p><b>Session 1 – Introduction</b></p> <p>The session will set the scene for the workshop by providing overviews on:</p> <ul style="list-style-type: none"> <li>• The role and work of the Adaptation Committee, including the workshop's objectives and scope, and how it relates to the UNFCCC;</li> <li>• The workshop's guiding questions and structure, acknowledging the input provided by participants and the background paper;</li> <li>• The current state of play on the monitoring and evaluation of adaptation: highlighting ongoing initiatives, including emerging methodological frameworks, challenges and lessons learned.</li> </ul> <p>The objectives of the session are to:</p> <ul style="list-style-type: none"> <li>• Build a common understanding of the workshop's goals and how it relates to the work of the Adaptation Committee and to adaptation under the UNFCCC in general;</li> <li>• Bring participants to a shared level of knowledge on the M&amp;E of adaptation to facilitate discussions on the three guiding questions.</li> </ul> <p><b>Session 2 – What is meant by success in adaptation and how do we measure it?</b></p> <p>This session addresses the first guiding question: <i>“Given the diverse set of indicators that currently exist to measure and evaluate adaptation, how can communities, countries and development and adaptation agencies build on a common understanding of success in achieving climate resilience?”</i></p> <p>The session will begin in plenary with presentations highlighting experience in determining and measuring the success of adaptation activities, including through different indicators.</p> <p>Following a short Q&amp;A, participants will reflect in small groups on the purpose of M&amp;E, the meaning of success in adaptation and how it is measured, including through various indicators, as well as identify common principles when agreeing on success. Participants will share their experience from different countries, sectors and levels. Questions to consider include:</p> <ul style="list-style-type: none"> <li>• What are we trying to achieve through M&amp;E for adaptation (support steering, improve learning, provide accountability, assess efficiency, understand equity etc.)? How do these objectives complement and conflict with one another?</li> <li>• What does “common understanding of success” mean: common at the community, national or international level?</li> <li>• What is the purpose of a common understanding; which stakeholders need a common understanding, and which do not?</li> <li>• How do we balance the different information needs of different actors involved in adaptation (communities, countries and development and adaptation agencies)?</li> <li>• Who should be involved in determining how success is measured, what would be their respective roles?</li> </ul>
	<b>Lunch</b>

<p>Afternoon with coffee break</p>	<p><b>Session 2 (continued)</b></p> <p>Rapporteurs will report to plenary on the discussions in the small groups followed by an open plenary discussion.</p> <p>The objectives of the session are to:</p> <ul style="list-style-type: none"> <li>• Share different perspectives on the success of adaptation and ways of measuring it;</li> <li>• Identify common principles when considering whether adaptation is successful.</li> </ul> <p><b>Session 3 – How do we integrate the M&amp;E of adaptation with national planning and development frameworks: scaling up from individual to national level?</b></p> <p>This session kicks off discussions on question #2 <i>“How can a framework be created that links individual assessments with national level assessments to broaden the focus from the means of achieving outcomes (individual interventions) to the desired end result (countries’ becoming less vulnerable and having more adaptive capacity)?”</i></p> <p>The session will consist of presentations and an open plenary discussion, during which participants reflect on:</p> <ul style="list-style-type: none"> <li>• How do we create a framework that cuts across temporal and spatial scales to assess: <ul style="list-style-type: none"> <li>○ The process and outcome of adaptation;</li> <li>○ Interdependencies between sectors and regions, revealing vulnerabilities and adaptation synergies?</li> </ul> </li> <li>• Which entry points, e.g. institutions, decision-making processes, policies, exist to facilitate such a framework?</li> </ul> <p>The objectives of the session are to:</p> <ul style="list-style-type: none"> <li>• Understand if and how countries are creating such frameworks;</li> <li>• Identify key elements, including institutions, stakeholders, decision-making processes that need to be considered when either creating an adaptation M&amp;E framework or building on existing M&amp;E frameworks;</li> <li>• Identify constraints, good practices, opportunities for learning and scaling up.</li> </ul> <p><b>Wrap up of day 1 and outlook to day 2</b></p>
<p><b>DAY 2: Tuesday, 10 September</b></p>	
<p>Morning with coffee break</p>	<p><b>Session 4 – How do we link national and project level assessments in the area of monitoring?</b></p> <p>Building upon the previous day, this session discusses existing national level monitoring systems, including in different sectors and using different sets of indicators, and how they can be linked to monitoring of project level interventions.</p> <p>The session starts with plenary presentations and will then continue in four break-out groups. Two break-out groups will consider the linkage from the project/community level perspective and two break-out groups from the national level perspective. After an initial discussion the groups will merge to form two bigger break-out groups (each comprising one project/community and one national level break-out group) to inform each other and discuss the results.</p> <p>Questions to be considered in the break-out groups include:</p> <ul style="list-style-type: none"> <li>• Given the long-term nature of adaptation, how do we balance monitoring the adaptation process and immediate outputs with monitoring impact over time?</li> <li>• How do we monitor changes in vulnerability/resilience at different levels?</li> </ul>

	<ul style="list-style-type: none"> <li>• How can we build adaptation monitoring into existing centralized M&amp;E systems, which already monitor progress against national development strategies and sector policies?</li> <li>• Given the high transaction costs of building specific adaptation indicators, can we use existing indicators in current national monitoring systems as a proxy to produce a measurement of vulnerability reduction and adaptive capacity in the national context? If yes, which indicators and if not what additional data is needed?</li> </ul> <p>The objectives of the session are to:</p> <ul style="list-style-type: none"> <li>• Understand if and how countries are linking in the area of monitoring;</li> <li>• Appreciate that the two perspectives (M&amp;E for individual adaptation measures and national level assessments) offer different, and complementary, perspectives regarding adaptation progress;</li> <li>• Identify ways of linking monitoring of adaptation at national and project/community level;</li> <li>• Identify constraints, such as data availability, lessons learned and good practices, including stakeholder engagement.</li> </ul>
<b>Lunch</b>	
<p>Afternoon with coffee break</p>	<p><b>Session 4 (continued)</b> Reporting back from the break-out groups and short plenary discussion.</p> <p><b>Session 5 – How do we link national and project level assessments in the area of evaluation?</b></p> <p>Taking into account the results of the previous session, this session looks at ways to link national evaluations with project and programme level evaluations of adaptation. The session will begin with a set of plenary presentations. Participants will then again continue in four break-out groups, whereby two break-out groups will consider the linkage from the project/community level perspective and two break-out groups from the national level perspective. After an initial discussion the groups will merge to form two bigger break-out groups (each comprising one project/community and one national level break-out group) to inform each other and discuss the results.</p> <p>Questions to be considered in the break-out groups include:</p> <ul style="list-style-type: none"> <li>• How do we aggregate information of individual project results to higher level national results?</li> <li>• Given the early stages of implementation of adaptation and its long time scales, is impact evaluation suitable for adaptation beyond the project/community level?</li> <li>• How can we draw casual relationships between adaptation measures and trends in the level of resilience/vulnerability of communities/countries?</li> <li>• How can we apply theories of change to adaptation evaluation?</li> </ul>
<b>DAY 3: Wednesday, 11 September</b>	
<p>Morning with coffee break</p>	<p><b>Session 5 (continued)</b> Reporting back from the break-out groups and short plenary discussion.</p> <p>The objectives of the session are to:</p> <ul style="list-style-type: none"> <li>• Acknowledge the difference between monitoring and evaluation;</li> <li>• Understand if and how countries are linking in the area of evaluation;</li> </ul>

	<p><b>Session 6 – Feedback from M&amp;E – how can we learn from M&amp;E?</b></p> <p>This session addresses the last guiding question: <i>“How can results from M&amp;E be reported and disseminated so as to ensure that they are fed back into the respective adaptation process but also to allow for lessons learned and good practices identified to be shared with the wider community of adaptation planners and practitioners?”</i></p> <p>The session will start with plenary presentations. Afterwards, at small round tables, participants will share their experience from learning from M&amp;E at different levels and in different sectors. Participants will consider the following questions:</p> <ul style="list-style-type: none"> <li>• How do we support effective learning vis-à-vis other objectives of M&amp;E of adaptation?</li> <li>• How do we create an open environment, including through the engagement of stakeholders, which encourages learning and sharing of M&amp;E results?</li> <li>• Which formats and channels, including discursive, interactive ways of reflecting, should we use to disseminate the results of M&amp;E to different target groups such as policy makers, implementers, beneficiaries or the broader public?</li> <li>• How do we categorise the lessons learnt to make them accessible and as relevant to practitioners as possible?</li> </ul> <p>The objective of the session is to:</p> <ul style="list-style-type: none"> <li>• Identify key elements that are needed to ensure that results are disseminated and fed back into the wider adaptation policy and planning processes.</li> </ul>
<b>Lunch</b>	
Afternoon	<p><b>Session 7 – Looking into the future – Further steps to enhance M&amp;E of adaptation</b></p> <p>Taking into account the results of the previous sessions, this plenary session seeks to identify recommendations and guidance for different actors, including the UNFCCC, on how to enhance M&amp;E, including overcoming constraints and up-scaling best practices.</p> <p><b>Closing</b></p>
<b>Farewell coffee</b>	
<b>Reception by the host government</b>	