

**Third meeting of the Adaptation Committee
Bonn, Germany, 18–20 June 2013****Draft concept note on a workshop on
monitoring and evaluation of adaptation****1. Introduction**

The Adaptation Committee (AC), in its three-year work plan approved by COP 18, agreed to conduct a workshop on the monitoring and evaluation (M&E) of adaptation, building on and contributing to existing processes related to this topic. It further agreed to identify recommendations and guidance for consideration by the COP, as appropriate and as needed, with a view to providing technical support and guidance to Parties, in order to facilitate the enhanced implementation of adaptation actions.

Taking into account the scoping paper on the workshop¹, the AC at its second meeting agreed that the workshop should avoid duplicating similar activities already undertaken but rather build on work recently done. The AC also discussed the difference between the M&E of adaptation and the measurement, reporting and verification (MRV) of support - M&E is a tool for improving adaptation action, while MRV of support helps to trace financial flows. Consequently, MRV of support is undertaken at different times, requires different expertise and targets a different audience from M&E of adaptation. The AC may consider issues relating to the MRV of support in cooperation with the Standing Committee on Finance as part of its discussions on ensuring coherence of adaptation related matters under the Convention and collaboration with adaptation-relevant bodies and institutional arrangements.

The AC agreed to focus the workshop on three guiding questions:

1. 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?
2. 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)?
3. How can results from monitoring and reporting 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?

A small group of AC members was tasked with drafting a concept paper for consideration by AC3 in order to provide further details on the scope, focus, target audience and a draft agenda of the workshop.

2. Scope and focus

As the AC organizes the workshop, it is crucial to work on the national level while considering linkages between the national, programme and project levels, to share countries' experiences, and to explore how existing M&E frameworks can support national efforts. There is also a need to differentiate between monitoring and evaluation of adaptation.

¹ AC/2013/7.

Taking into account discussions at AC2 and the above guiding questions, it is proposed to organize the workshop as follows²:

Day 1

- **Introduction.** Following the opening of the workshop, this session would introduce participants to the current state of play on M&E of adaptation. It would highlight ongoing initiatives, challenges and lessons learned and thus bring all participants up to a baseline level of knowledge.
- **What is meant by success in adaptation?** This session seeks to address the first guiding question, i.e. it seeks to build a common understanding among participants of what successful adaptation looks like. The session will allow the sharing of experience from different countries, sectors and levels.
- **How do we measure success in adaptation?** Building on the previous session, this session continues to address the first guiding question by looking at the diverse set of indicators that currently exist and by discussing how success is measured in various sectors, at different levels and by using different approaches such as cost-effectiveness.

Day 2

- **Linking M&E of adaptation with national planning and development frameworks.** Day 2 is devoted to addressing guiding question number 2: 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)? The first session seeks to identify key elements and challenges that need to be considered while creating such a comprehensive framework, such as institutions, decision-making processes etc.
- **Linking national and project level assessments – Monitoring.** Building upon the previous session, this session discusses existing national level monitoring systems, including in different sectors and audit systems, and how they link to monitoring of project level interventions. It will also identify lessons learned and good practices.
- **Linking national and project level assessments – Evaluation.** 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. It will share early experience obtained so far and identify lessons learned and good practices, including in the area of evaluating cost effectiveness and cost efficiency.

Day 3

- **Feedback from M&E.** This session addresses the last guiding question, i.e. how can results from monitoring and reporting 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? This session will discuss the M&E cycle and identify key elements that are needed to ensure that results from monitoring and reporting are disseminated and fed back into the wider adaptation and planning processes. Participants will share lessons learned and good practices along different levels and sectors.

² A proposed draft agenda is included in the annex.

- **Looking into the future – Ways to enhance M&E of adaptation.** Taking into account the results of the previous sessions, this session, in accordance with the AC work plan, seeks to identify recommendations and guidance for consideration by the COP, as appropriate and as needed, with a view to providing technical support and guidance to Parties, in order to facilitate the enhanced implementation of adaptation actions.

3. Target audience and format of the workshop

It is proposed to have 40-60 participants, taking into account regional balance, with expertise in implementing adaptation at different levels, including the national, programme and project level in order to ensure that the guiding questions can be addressed. Participants would come from the public sector, academia, civil society, development banks and bilateral technical cooperation agencies.

It is further proposed that the meeting should seek to create an interactive environment, using different formats, such as working groups, for in-depth discussions. A “dinner style layout” is recommended, where participants are sitting around small round tables, whereby at each table there are participants from various sectors and countries.

4. Next steps

The AC may wish to use the information provided in this concept paper to discuss and agree at AC3 on:

- The framing of the sessions to ensure that they address the guiding questions and the goals set at AC2;
- The flow, format and objectives of the different sessions;
- The role of AC members during the actual workshop, including agreeing on recommendations to the COP and chairing the workshop, and following up on the workshop;
- Tasks to be performed between AC3 and the workshop, including preparation of any background documents and the role of the secretariat.

Annex. Draft agenda for the workshop on monitoring and evaluation of adaptation

Time	Session	Format
Day 1		
<i>am</i>	Opening	Plenary
	Session 1. Introduction: Monitoring and Evaluation of Adaptation. Status, Issues and Challenges	Plenary
	Session 2. Understanding successful adaptation	Plenary and group work
<i>pm</i>	Session 3. Measuring successful adaptation	Plenary and group work
	Wrap up of day 1	Plenary
Day 2		
<i>am</i>	Main findings from day 1 and introduction to day 2	Plenary
	Session 4. Linking M&E of adaptation with national planning and development frameworks	Plenary and group work
	Session 5. Linking individual assessments with national assessments - Monitoring of adaptation	Plenary and group work
<i>pm</i>	Session 6. Linking individual assessments with national assessments - Evaluation of adaptation	Plenary and group work
	Wrap up of day 2	Plenary
Day 3		
<i>am</i>	Main findings from day 2 and introduction to day 3	Plenary
	Session 7. M&E as a learning tool	Plenary and group work
<i>pm</i>	Session 8. Looking into the future – Ways to enhance M&E of adaptation	Plenary and group work
	Closing: summary of the main findings and recommendations of the workshop and closing	Plenary