PROJECT QA ASSESSMENT: CLOSURE

COMMUNITY COHESION IN COX'S BAZAR

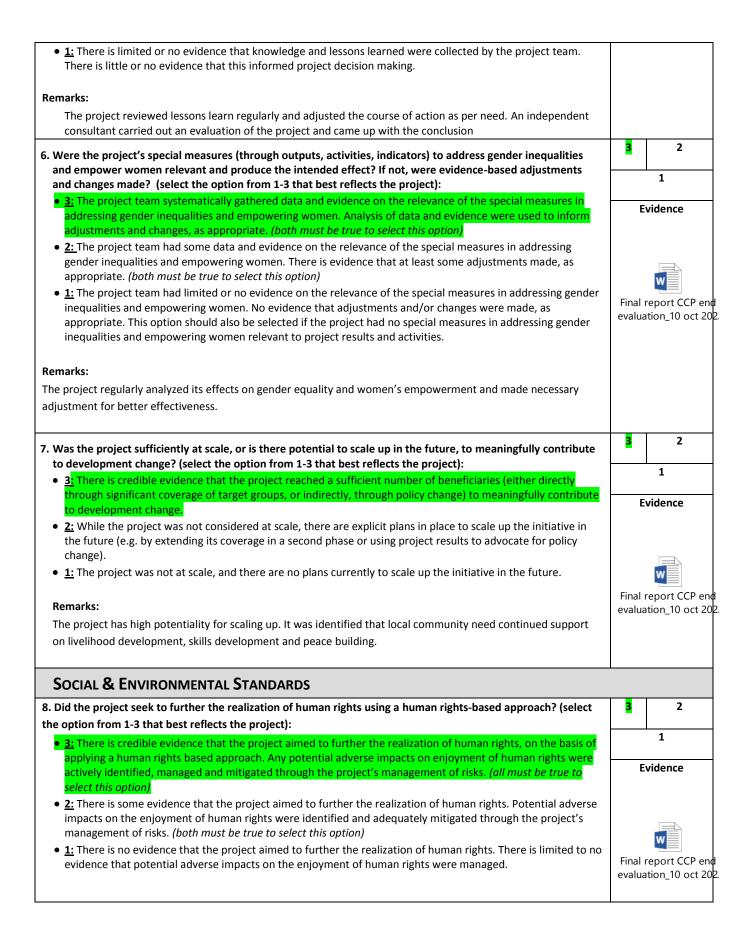
OVERALL PROJECT

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EXEMPLARY	Нідн	SATISFACTORY	NEEDS IMPROVEMENT		NADEQUA	ATE
00000	00000		0000	00000		0
At least four criteria	All criteria are rated	At least six criteria are	At least three criteria	One or mo	ore crite	ria are
are rated Exemplary,	Satisfactory or higher,	rated Satisfactory or	are rated Satisfactory	rated Inad	equate,	or five or
and all criteria are	and at least four	higher, and only one	or higher, and only four	more crite	ria are i	rated Need
rated High or	criteria are rated High	may be rated Needs	criteria may be rated	Improvem	ent.	
Exemplary	or Exemplary	Improvement. The SES	Needs Improvement.			
		criterion must be rated				
		Satisfactory or above.				
		RATING CRITER	RIA			
STRATEGIC						
1. Did the project pro-a	ctively take advantage of	new opportunities and ada	ant its theory of change to	respond	3	2
		ing changing national prior				
which best reflects t	-					1
	• • •	ocumented a comprehensi	-		г.	vidence
		development context that			E	vidence
0	• •	ject board considered the s	U 1	,		
true to select this op		tnerships, etc. made in resp	bonse, as appropriate. (both	n must be		と
	•	izon scanning over the life	of the project to identify	new	C - D	
		it context. The project boa				s nCOVID-1 nse UNDP-
		e board minutes. There is s			nespe	
		peen fully integrated in the	e project's theory of change	e, RRF,		
	Ill must be true to select th					
	-	opportunities and changes				
		liscussed in the project boa to the project as a result. T				
	took place during project					
Remarks:						
		n due to COVID and provide				
	ities. After a quick needs a	ssessment and food basket				
	Procedure for emergency	COVID response. The SOP v	was followed by other UND	r projects		
in Cox's Bazar.					2	2
in Cox's Bazar. 2. Was the project align	ed with the thematic focu	COVID response. The SOP v s of the Strategic Plan? (se			<mark>3</mark>	2
in Cox's Bazar. 2. Was the project align reflects the project):	ed with the thematic focu	s of the Strategic Plan? (se	lect the option from 1-3 th	nat best	<mark>3</mark>	2
 in Cox's Bazar. 2. Was the project align reflects the project): <u>3:</u> The project respo	ed with the thematic focu nded to one of the three a	s of the Strategic Plan? (se reas of development work ¹	lect the option from 1-3 th as specified in the Strateg	nat best ic Plan. It	3	
in Cox's Bazar. 2. Was the project align reflects the project): • <u>3:</u> The project respo	ed with the thematic focu nded to one of the three a	s of the Strategic Plan? (se	lect the option from 1-3 th as specified in the Strateg	nat best ic Plan. It		

¹ 1. Sustainable development pathways; 2. Inclusive and effective democratic governance; 3. Resilience building

² Sustainable production technologies, access to modern energy services and energy efficiency, natural resource management, extractive industries, urbanization, citizen security, social protection, and risk management for resilience.

 issues-based analysis incorporated into the project. The project's RRF included all the relevant SP output indicators. (all must be true to select this option) 2: The project responded to one of the three areas of development work¹ as specified in the Strategic Plan. The project's RRF included at least one SP output indicator, if relevant. (both must be true to select this option) 1: While the project may have responded to one of the three areas of development work¹ as specified in the Strategic Plan, it was based on a sectoral approach without addressing the complexity of the development issue. None of the relevant SP indicators were included in the project's RRF. This option is also selected if the project did not respond to any of the three SP areas of development work. Remarks: The project addressed one specific are of the strategic plan. An independent consultant carried out an evaluation of the project and came up with the conclusion. 		report CCP end tion_10 oct 202
3. Evidence generated through the project was explicitly used to confirm or adjust the programme/CPD's theory of change during implementation.	Yes (3)	No (1)
Relevant		
 4. Were the project's targeted groups systematically identified and engaged, with a priority focus on the excluded and marginalized, to ensure the project remained relevant for them? (select the option from 1-3 that best reflects the project): 3: Systematic and structured feedback was collected regularly from a representative sample of beneficiaries, with a priority focus on the excluded and marginalized, as part of the project's monitoring system. Representatives from the targeted group were active members of the project's governance mechanism (i.e., project board or equivalent) and there is credible evidence that their feedback informed decision making. (all must be true to select this option) 2: Targeted groups were engaged in implementation and monitoring, with a priority focus on the excluded and marginalized. Beneficiary feedback, which may be anecdotal, was collected regularly to ensure the project addressed local priorities. This information was used to inform project decision making. (all must be true to select this option) 1: Some beneficiary feedback may have been collected, but this information did not inform project decision making. This option should also be selected if no beneficiary feedback was collected. Remarks: An independent expert opined that the project successfully engaged excluded and marginalized population in the project areas. 	evalua	report CCP end tion_10 oct 202
5. Did the project generate knowledge, particularly lessons learned (i.e., what has worked and what has not) –	3	2
and has this knowledge informed management decisions and changes/course corrections to ensure the continued relevance of the project towards its stated objectives, the quality of its outputs and the management of risk? (select the option from 1-3 that best reflects the project):	E	1 vidence
• <u>3:</u> Knowledge and lessons learned (gained, for example, from Peer Assists, After Action Reviews or Lessons Learned Workshops) backed by credible evidence from evaluation, analysis and monitoring were regularly discussed in project board meetings and reflected in the minutes. There is clear evidence that the project's theory of change was adjusted, as needed, and changes were made to the project to ensure its continued relevance. (both must be true to select this option)		report CCP end tion_10 oct 202
• <u>2</u> : Knowledge and lessons learned backed by relatively limited evidence, drawn mainly from within the project, were considered by the project team. There is some evidence that changes were made to the project as a result to ensure its continued relevance. (both must be true to select this option)		



Remarks:		
The project adequately addressed human rights issues during the implementation. It covered the peace and livelihood issues of Rohingya refugee and host Bangladeshi communities.		
9. Were social and environmental impacts and risks (including those related to human rights, gender and environment) successfully managed and monitored in accordance with the project document and relevant action plans? (for projects that have no social and environmental risks the answer is "Yes")	Yes	No
Remarks:	<mark>(3)</mark>	(1)
Yes – The implementation of the project did not involve any adverse impact on social and environmental areas.		
10. Were any unanticipated social and environmental issues or grievances that arose during implementation assessed and adequately managed, with relevant management plans updated? (for projects that did not experience unanticipated social and environmental risks or grievances the answer is "Yes")	Yes	No
Remarks:	<mark>(3)</mark>	(1)
No unanticipated social and environmental issues or grievances arose during the implementation of the El project.		
MANAGEMENT & MONITORING	_	<u> </u>
11. Was the project's M&E Plan adequately implemented? (select the option from 1-3 that best reflects the	3	2
 <u>3:</u> Progress data against indicators in the project's RRF was reported regularly using highly credible data sources and collected according to the frequency stated in the project's M&E plan, including sex disaggregated data as relevant. Evaluations, if conducted, fully met decentralized evaluation standards, including gender UNEG standards, and management responses were fully implemented. Lessons learned, including during evaluations, were used to take corrective actions when necessary. (all must be true to select this option) 	1 Evidence	
 <u>2:</u> Progress data against indicators in the project's RRF was collected on a regular basis, although there may have been some slippage in following the frequency stated in the project's M&E plan and data sources were not always reliable. Any evaluations conducted meet most decentralized evaluation standards; management responses were fully implemented to the extent possible. Lessons learned have been captured but not used to take collective actions. (all must be true to select this option) <u>1:</u> Progress data either was not collected against the indicators in the project's RRF, or limited data was collected but not regularly; evaluations did not meet decentralized evaluation standards; and/or lessons learned were rarely captured and used. 		report CCP e tion_10 oct 2
Remarks: The project monitored the progress of the implementation of M&E plan regularly. An external evaluation was conducted, the management responses will be implemented in course of time. The lessons learned through this project can help to design new projects.		
12. Did the project's governance mechanism (i.e., the project board or equivalent) function as intended? (select	3	2
 the option from 1-3 that best reflects the project): <u>3:</u> The project's governance mechanism operated very well, and is a model for other projects. It met in the 		1
agreed frequency stated in the project document and the minutes of the meetings are all on file. There was regular (at least annual) progress reporting to the project board or equivalent on results, risks and opportunities. It is clear that the project board explicitly reviewed and used evidence, including progress data, knowledge, lessons and evaluations, as the basis for informing management decisions (e.g., change in strategy, approach, work plan.) (all must be true to select this option)	E	vidence

 <u>2:</u> The project's governance mechanism met in the agreed frequency and minutes of the meeting are on file. A project progress report was submitted to the project board or equivalent at least once per year, covering results, risks and opportunities. (both must be true to select this option) <u>1:</u> The project's governance mechanism did not met in the frequency stated in the project document, and/or the project board or equivalent did not function as a decision making body for the project as intended. Remarks: The project was governed by the Project Board of the DRRF Cluster. There was annual reporting and validation of the project plans. 	Projec	fM DRRF 4th t Advisory Boa
13. Were risks to the project adequately monitored and managed? (select the option from 1-3 that best reflects	3	2
 the project): <u>3:</u> The project actively monitored risks every quarter including consulting with key stakeholders at least 		1
annually to identify continuing and emerging risks to project implementation and to assess if the main assumptions remain valid. There is clear evidence that relevant management plans and mitigating measures were fully implemented to address each key project risk, and some evidence that risk mitigation has benefitted performance. (all must be true to select this option)	E	vidence
 <u>2:</u> The project monitored risks every quarter, as evidenced by a regularly updated risk log. Some updates were made to management plans and mitigation measures. (both must be true to select this option) 		
 <u>1:</u> The risk log was not updated every quarter as required. There may be some evidence that the project monitored risks that could have affected the project's achievement of results, but there is no explicit evidence that management actions were taken to mitigate risks. The project's performance was disrupted by factors that could have been anticipated or managed. 		
Remarks:		
The project monitored potential risks on a regular basis. Project risks were properly recorded in ATLAS.		
EFFICIENT		
14. Adequate resources were mobilized to achieve intended results. If not, management decisions were taken	<mark>Yes</mark>	No
to adjust expected results in the project's results framework.	<mark>(3)</mark>	(1)
15. Were project inputs procured and delivered on time to efficiently contribute to results? (select the option from 1-3 that best reflects the project):	<mark>3</mark>	2
• <u>3:</u> The project had a procurement plan and kept it updated. Implementation of the plan was generally on or		1
ahead of schedule. On a quarterly basis, the project reviewed operational bottlenecks to procuring inputs in a timely manner and addressed them through appropriate management actions. (all must be true to select this option)	E	vidence
 2: The project had a procurement plan and kept it updated. The project annually reviewed operational bottlenecks to procuring inputs in a timely manner and addressed them through appropriate management actions. (all must be true to select this option) 		
• <u>1</u> : The project did not have an updated procurement plan. The project team may have reviewed operational bottlenecks to procuring inputs regularly, however management actions were not taken to address them. This option is also selected if operational bottlenecks were not reviewed during the project in a timely manner.		
Remarks:		
The project prepared annual procurement plans and reviewed it on a regular basis to identify challenges in terms		
of implementation of the plan and addressing management actions.	i	
	L	
16. Was there regular monitoring and recording of cost efficiencies, taking into account the expected quality of	3	2
16. Was there regular monitoring and recording of cost efficiencies, taking into account the expected quality of results? (select the option from 1-3 that best reflects the project):	3	2

 3: There is evidence that the project regularly reviewed costs against relevant comparators (e.g., other projects or country offices) or industry benchmarks to ensure the project maximized results delivered with given resources. The project actively coordinated with other relevant ongoing projects and initiatives (UNDP or other) to ensure complementarity and sought efficiencies wherever possible (e.g. joint activities.) (both must be true to select this option) 2: The project monitored its own costs and gave anecdotal examples of cost efficiencies (e.g., spending less to get the same result,) but there was no systematic analysis of costs and no link to the expected quality of results delivered. The project communicated with a few other projects to coordinate activities. (both must be true to select this option) 1: There is little or no evidence that the project monitored its own costs and considered ways to save money beyond following standard procurement rules. It is not clear that the link between cost savings and quality of results was made. 		Evidence	
Remarks: The project regularly monitored and reviewed its costs. In terms of procurement, most of the goods and services were contracted following the rules and procedures and analyzing the value for money matrix to ensure the project's maximum results were delivered with given resources.			
EFFECTIVE			
17. Is there evidence that project outputs contributed to the achievement of programme outcomes?	Yes	No	
	<mark>(3)</mark>	(1)	
18. The project delivered its expected outputs.	Yes	No	
	<mark>(3)</mark>	(1)	
19. Were there regular reviews of the work plan to ensure that the project was on track to achieve the desired results, and to inform course corrections if needed? (select the option from 1-3 that best reflects the project):	3	2	
• <u>3:</u> Quarterly progress data informed regular reviews of the project work plan to ensure that the activities		1	
implemented were most likely to achieve the desired results. There is evidence that data and lessons learned (including from evaluations) were used to inform course corrections, as needed. (both must be true to select this option)	Evidence		
 <u>2:</u> There was at least one review of the work plan each year with a view to assessing if project activities were on track to achieving the desired development results (i.e., outputs.) There is no evidence that data or lessons learned were used to inform the review(s). <u>1:</u> While the project team may have reviewed the work plan at least once per year to ensure outputs were delivered on time, no link was made to the delivery of desired development results. Select this option also if 			
no regular review of the work plan by management took place.			
Remarks:			
The project regularly reviewed the annual workplans and implementation plan to ensure the project is on track.	_		
20. Were the intended targeted groups systematically identified and engaged, prioritizing the marginalized and excluded, to ensure results were achieved as expected? (select the option from 1-3 that best reflects the project):	3	2	
 <u>3:</u> Targeted groups were systematically identified using credible data sources on their capacity needs, deprivation and/or exclusion from development opportunities relevant to the project's area of work. There is clear evidence to confirm that targeted groups were reached as intended. The project engaged regularly with targeted groups to assess whether they benefitted as expected and adjustments were made if necessary to refine targeting. (all must be true to select this option) <u>2:</u> The project targeted specific groups and/or geographic areas, based on some evidence of their capacity 	Evidence		

was some engagement with beneficiaries to assess whether they benefitted as expected. (all must be true to		
select this option)		
 <u>1:</u> The project did not report on specific targeted groups, or there is no evidence to confirm that project beneficiaries have capacity needs or are populations deprived and/or excluded from development opportunities relevant to the project's area of work. There may have been some engagement with beneficiaries to assess whether they benefitted as expected, but not regularly. 		
Remarks: The project successfully engaged all relevant stakeholders in its interventions to achieve its intended results. For instance, the beneficiaries of each component were regularly consulted.		
	Yes	No
21. Were at least 40 per cent of the personnel hired by the project, regardless of contract type, female?		
	(3)	<mark>(1)</mark>
SUSTAINABILITY & NATIONAL OWNERSHIP		
22. Were stakeholders and partners fully engaged in the decision-making, implementation and monitoring of the project? (select the option from 1-3 that best reflects the project):	3	2
• <u>3:</u> Only national systems (i.e., procurement, monitoring, evaluation, etc.) were to fully implement and monitor the project. All relevant stakeholders and partners were fully and actively engaged in the process, playing a	-	
lead role in project decision-making, implementation and monitoring. (all must be true to select this option)	E	vidence
• 2: National systems (i.e., procurement, monitoring, evaluation, etc.) were used in combination with other		
support (such as country office support or project systems) to implement and monitor the project, as needed. All relevant stakeholders and partners were actively engaged in the process, playing an active role in project		
decision-making, implementation and monitoring. (both must be true to select this option)		
• 1: There was relatively limited or no engagement with national stakeholders and partners in the decision-		
making, implementation and/or monitoring of the project.		
23. Were there regular monitoring of changes in capacities and performance of institutions and systems, and	3	2
were the implementation arrangements ³ adjusted according to changes in partner capacities? (select the option		1
from 1-3 that best reflects the project):		
• 3: Changes in capacities and performance of national institutions and systems were regularly and	E	vidence
comprehensively assessed/monitored using clear indicators, rigorous methods of data collection and credible		
data sources. There is clear evidence that capacities and performance of national institutions and systems		
improved by the end of the project, if applicable. Implementation arrangements were formally reviewed and adjusted, if needed, in agreement with partners according to changes in partner capacities. <i>(all must be true</i>		
to select this option)		
• 2: Aspects of changes in capacities and performance of relevant national institutions and systems were		
monitored by the project using indicators and reasonably credible data sources. There is limited evidence that capacities and performance of national institutions and systems improved by the end of the project, if		
applicable. Some adjustment was made to implementation arrangements if needed to reflect changes in		
partner capacities. (all must be true to select this option)		
 <u>1:</u> Some aspects of changes in capacities and performance of relevant national institutions and systems may have been monitored by the project, however changes to implementation arrangements were not 		
considered. Also select this option if changes in capacities and performance of relevant national institutions and systems were not monitored by the project.		
	3	2
		1

24. Were the transition and phase-out arrangements implemented as planned by the end of the project, taking into account any adjustments made to the plan during implementation? (select the option from 1-3 that best reflects the project):	Evidence
• <u>3:</u> The project's governance mechanism regularly reviewed the project's sustainability plan, including arrangements for transition and phase-out, to ensure the project remained on track in meeting the requirements set out by the plan. The plan was implemented as planned by the end of the project, taking into account any adjustments made during implementation. (both must be true to select this option)	
• 2: There was a review of the project's sustainability plan, including arrangements for transition and phase-out, to ensure the project remained on track in meeting the requirements set out by the plan. The plan was implemented by the end of the project, taking into account any adjustments made during implementation. (both must be true to select this option)	
 <u>1</u>: The project may have had a sustainability plan that specified arrangements for transition and phase-out, but there was no review of this strategy after it was developed. Also select this option if the project did not have a sustainability strategy. 	
25. Please upload the final lessons learned report (see template <u>here</u>) that was produced for this project.	Upload Internet Lessons Learnt Report_V2- CCP Dece

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