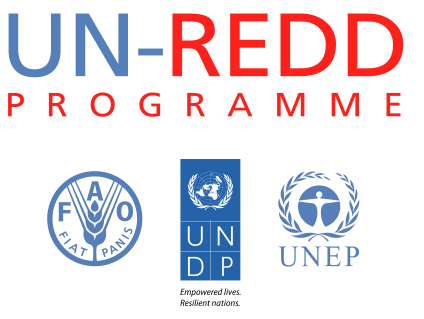
INSERT COUNTRY LOGO/FLAG HERE



|  |
| --- |
| **National Programme**  **Final Report**  **<COUNTRY>** |
| UN-REDD Programme |
| January to June  [DATE] |

In accordance with the decision of the Policy Board, hard copies of this document will not be printed to minimize the environmental impact of the UN-REDD Programme processes and contribute to climate neutrality. The UN-REDD Programme’s meeting documents are available on the internet at: [www.unredd.net](http://www.unredd.net) or [www.un-redd.org](http://www.un-redd.org).

Table of Contents

1. National Programme Identification 4

2. Progress Reporting 5

2.1 Overall Progress of the National Programme 5

2.2 Achievements 5

2.3 In Focus 5

2.4 Government Comments 5

2.5 Non-Government Comments 5

2.6 Results Framework Matrix 6

2.7 Revisions to the National Programme Document 8

3. Lessons Learned 8

3.1 Unforeseen Benefits or Unintended Consequences 9

3.2 Inter-agency Coordination 9

3.3 Risk Narrative 10

4. Warsaw Framework for REDD+ and Associated UNFCCC Decisions 11

4.1 National Strategy or Action Plan 11

4.2 Safeguard Information System 13

4.3 Forest Reference Emission Level / Forest Reference Level 14

4.4 National Forest Monitoring System 15

5. Financial Delivery 16

6. Adaptive management 17

6.1 Delays and Corrective Actions 17

6.2 Opportunities and Partnerships 17

6.3 Measures to Ensure Sustainability of National Programme Results 17

6.4 National Programme and/or R-PP Co-Financing Information 18

7. Annex – UNDG Guidelines: Definitions 20

**Final Report for the UN-REDD National Programmes**

The Final Report for the National Programmes (NPs) highlights overall results throughout the implementation of the NP. These results are reported against the consolidated National Programme Document results framework, as approved by the Programme Steering Committee or Executive Board, or as adjusted following a mid-term review or evaluation.

The report includes the following sections: 1.) National Programme Identification; 2.) Progress Reporting; 3.) Lessons Learned; 4.) Warsaw Framework for REDD+ and Associated UNFCCC Decisions; 5.) Financial Delivery; and 6.) Adaptive management.

The lead agency for each National Programme is responsible for coordinating inputs to the Final Reports, and for ensuring all agency and counterpart perspectives have been collected - in particular government and civil society organizations. The reports are reviewed and vetted by the regional agency teams, who provide quality assurance and recommendations to the national teams for a focus on results and adjustments to be made. It therefore follows an iterative process which serves to enhance the quality of the reports and enable a meaningful assessment of progress and identification of key lessons that could be exchanged among partner countries.

The Final Report for the National Programmes should be submitted to the UN-REDD Programme Secretariat ([un-redd@un-redd.org](mailto:un-redd@un-redd.org)).

# National Programme Identification

Please identify the National Programme (NP) by completing the information requested below. The Government Counterpart and designated National Programme focal points of the Participating UN Organizations are requested to provide their electronic signatures below, prior to submission to the UN-REDD Secretariat.

|  |  |
| --- | --- |
| National Programme Title | [input text] |
| Implementing Partners[[1]](#footnote-1) | [input text] |
| Participating Organizations | [input text] |

|  |  |  |  |
| --- | --- | --- | --- |
| Project Timeline | | | |
| Programme Duration | [input text] | No-Cost Extension | Yes/No |
| NPD Signature Date | [input text] | Current End Date | [input text] |
| Date of First Fund Transfer[[2]](#footnote-2) | [input text] | Mid-term Review | Yes/No |
| Original End Date[[3]](#footnote-3) | [input text] | Mid-term Review Date | [input text] |

|  |  |  |  |
| --- | --- | --- | --- |
| Financial Summary (USD)[[4]](#footnote-4) | | | |
| UN Agency | Approved Budget[[5]](#footnote-5) | Amount Transferred[[6]](#footnote-6) | Cumulative Expenditures up to Programme end date……….[[7]](#footnote-7) |
| FAO | [input text] | [input text] | [input text] |
| UNDP | [input text] | [input text] | [input text] |
| UNEP | [input text] | [input text] | [input text] |
| Indirect Support Cost (7%) | [input text] | [input text] | [input text] |
| Total | [input text] | [input text] | [input text] |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Signatures from the designated UN organizations[[8]](#footnote-8) | | | | | Signature by the Government Counterpart | |
| FAO | UNDP | | UNEP | |
| [Signature] | [Signature] | | [Signature] | | [Signature] | |
| Date and Name of Signatories in Full: | | | | | | |
| [Date] | | [Date] | | [Date] | | [Date] |
| [Name] | | [Name] | | [Name] | | [Name] |

# Progress Reporting

This section aims to summarize the results and identify key achievements of the NP. Additionally, the section provides the opportunity to capture government and civil society perspectives and for these parties to provide additional or complementary information.

## Overall Results of the National Programme

|  |
| --- |
| Please provide a brief overall assessment of the extent to which the NP has reached the expected outcomes and outputs identified in the National Programme Document. [500 words] |
| [input text] |

## Ancillary results

|  |
| --- |
| Please provide a description of results that had not been planned for in the National Programme Document but delivered in the process of implementing the National Programme. [250 words] |
| [input text] |

## In Focus

|  |
| --- |
| Please provide an example of an outstanding achievement made by the NP. [150 words] |
| [input text] |

## Government Comments

|  |
| --- |
| Government counterparts to provide their perspective and additional complementary information not included in the overall progress assessment. [500 words] |
| [input text] |

## Non-Government Comments

|  |
| --- |
| Civil society stakeholders to provide their perspective and additional complementary information (Please request a summary from existing stakeholder committees or platforms). [500 words] |
| [input text] |

# 

## Results Framework Matrix

The results framework aims to measure overall results of the National Programme against the outcome and output targets identified in the National Programme document log frame. In cases where there are no achievements or shortfalls in achieving targets, a thorough justification is required. Requirements for the sections include:

* For each outcome, please provide the outcome title and indicate if the outcome was achieved. Please list each outcome indicator, the associated baseline and expected target for the National Programme. Please provide an assessment of whether the target has been achieved and expected outcome met.
* For each output, please provide the output title and list each performance indicator, the associated baseline and expected overall target and delivery against this target.
* Please repeat this for all outputs and outcomes listed in the NP results framework (or revised version after inception workshop or mid-term review).

|  |  |  |  |
| --- | --- | --- | --- |
| Outcome 1: [input text] | | | |
| Outcome Achieved | | Outcome not achieved | |
| Results against the Outcome: [100 words] | | | |
| *Outcome Indicators* | *Baseline* | *Expected Target* | *Assessment Against Target* |
| * [input text] | * [input text] | * [input text] | * [input text] |

|  |  |  |  |
| --- | --- | --- | --- |
| Output 1: [input text] | | | |
| *Output Indicators* | *Baseline* | *Expected Target* | *Assessment Against Target* |
| * [input text] | * [input text] | * [input text] | * [input text] |
| Assessment towards Output:  [The actual level of performance reached at the end of the reporting period. Please provide a substantive assessment of the achievement of targets to date, no more than 100 words per output.  An achievement is made when a goal is completed or attained successfully. Examples of achievements are completed assessments, processes or an operating monitoring system. Drafting Terms of Reference is not an achievement.  For each achievement please specify:  What was achieved?  It is tempting to report “things done”, which are actually Activities. Examples of “things done” include: a symposium was held on XX subject; workshops with XX participants were undertaken; XX missions were conducted. Reporting should instead focus on the effects of Activities (=Outputs). Examples include:  • training increased capacity of XX technical staff who are now capable of producing XX  • a set of indicators/ strategy/ capacity building plan is now agreed upon with technical staff from XX  Language  • reporting is for the period completed, so the past tense should be used. The “passive voice” should be used, leading with the recipient or achievement as subject and the passive voice verb describing the action; e.g. “capacity was built within the XX”.  • write as concisely as possible, avoiding extensive narrative where possible. Reference to progress towards Indicator targets should be made.  Who was involved  When was the achievement made  How it contributes to the achievement of the overall outcome  For each product/publication please provide links if available] | | | |

## Revisions to the National Programme Document

Please provide a summary of any key changes made to the National Programme Document relating to the results framework, indicators, outcome, outputs, implementing partners or duration of the (NP).

|  |
| --- |
| If the **results framework** was revised following the inception meeting or mid-term review, please provide a short narrative outlining the changes. [100 words] |
| [input text] |

|  |
| --- |
| If the **NP outcomes or outputs** were revised following the inception meeting or mid-term review, please provide a short narrative outlining the changes. [100 words] |
| [input text] |

|  |
| --- |
| If the **results framework indicators were** revised following the inception meeting or mid-term review, please provide a short narrative outlining the changes. [100 words] |
| [input text] |
|  |
| If the **NP implementing partners** were changed following the inception meeting or mid-term review, please provide a short narrative outlining the changes. [100 words] |
| [input text] |

|  |
| --- |
| If the **duration of the NP** was changed following the inception meeting or mid-term review, please provide a short narrative outlining the changes. [100 words] |
| [input text] |

# Lessons Learned

This section aims to capture the most significant lessons learned in the context of the National Programme, as they relate to the thematic work areas on REDD+ or more generally to the practical aspects of implementation, coordination and communication. The sections below should be completed only as applicable and in case where lessons learned have been identified.

|  |
| --- |
| Please provide a narrative of the **most significant lessons** learned during the implementation of the National Programme. Include explanations of what was learnt, why the lesson is important, and what has been done to document or share those lessons. [150 words] |
| [input text] |

|  |
| --- |
| Please provide a narrative of the most significant lessons learned relating to **inter-sectoral coordination** during implementation of the national programme: (150 words) |
| [input text] |

|  |
| --- |
| Please provide a narrative of the most significant lessons learned relating the **technical dimensions** of the national programme during implementation: [150 words] |
| [input text] |

|  |
| --- |
| Please provide a narrative of the most significant lessons learned relating to the **REDD+ readiness process** during implementation of the national programme: [150 words] |
| [input text] |

|  |
| --- |
| Please provide a narrative of the most significant lessons learned relating to **anchoring REDD+** in the national development process: [150 words] |
| [input text] |

|  |
| --- |
| Please provide a narrative of the most significant lessons learned relating to the **implementation and sequencing** of national programme support: [150 words] |
| [input text] |

|  |
| --- |
| Please provide a narrative of any **other lessons** learned during implementation of the national programme: [150 words] |
| [input text] |

## Unforeseen Benefits or Unintended Consequences

Please provide a summary of any ancillary/unforeseen benefits or unintended consequences that may have become evident during implementation or conclusion of the national programme. [150 words]

|  |
| --- |
| Unforeseen Benefits [150 Words] |
| [input text] |

|  |
| --- |
| Unintended Consequences [150 words] |
| [input text] |

## Inter-agency Coordination

This section aims to collect relevant information on how the NP is contributing to inter-agency work and “Delivering as One”.

|  |
| --- |
| Was the NP in coherence with the UN Country Programme or other donor assistance framework approved by the Government? If not, please explain what measures were put in place to address this. [150 words] |
| [input text] |

|  |
| --- |
| Please briefly summarize what types of coordination mechanism and decisions were taken to ensure joint delivery of the NP. [150 words] |
| [input text] |

|  |
| --- |
| Was a HACT assessment undertaken? If yes, to what degree was the HACT being taken up and by which agency? [150 words] |
| [input text] |

## Risk Narrative

This section aims to capture the key internal and external risks experienced by the programme during implementation.

|  |
| --- |
| Please provide a summary of the key internal risks experienced by the NP as well as responses. [250 Words] |
| [input text] |

|  |
| --- |
| Please provide a summary of the key external risks experienced by the NP as well as responses. [250 Words] |
| [input text] |

# Warsaw Framework for REDD+ and Associated UNFCCC Decisions

This section aims to provide insight and to support a thought process into how countries are progressing against the framework of the convention, namely: 5.1) a National REDD+ Strategy or Action Plan; 5.2) a Safeguards and Safeguards Information System; 5.3) a National Forest Reference Emission Level/National Forest Reference Level; and 5.4.) a National Forest Monitoring System. Only complete the sections that apply to the priorities identified for the country and mark as not applicable (N/A) any criteria that do not apply to the context of the country.

## National Strategy or Action Plan

|  |
| --- |
| Supported by (select all applicable and provide details of Other Source):  National Programme;  Targeted Support;  Other Source;  Not Applicable |
| Please provide a brief description of the achievement made in developing a National REDD+ Strategy or Action Plan (NS/AP) as well as the source of the support provided in this regard: [100 words]  [input text] |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Indicator | Start[[9]](#footnote-9) | End9 | Qualifier (select all that apply) | Please provide a short narrative describing the reason for selection as well as means/source of verification |
| Does the country have a National Strategy or Action Plan (NS/AP) to achieve REDD+? | x |  | Not yet initiated | [input text] |
|  | x | Under design |
|  |  | Drafted, under deliberation |
|  |  | Adopted |
|  |  | Link to the NS/AP provided on the UNFCCC REDD+ Web Platform Info Hub |
|  |  | Implementation in early stages |
|  |  | Full implementation of NS/AP |
| Degree of completeness of national REDD+ strategies and/or action plans. |  |  | The NS/AP identifies, assesses and prioritizes the direct and underlying drivers of deforestation and forest degradation , as well as the barriers to the "plus" (+)[[10]](#footnote-10) activities on the basis of robust analyses. | [input text] |
|  |  | The NS/AP proposes a coherent and coordinated set of policies and measures (PAMs) for REDD+ that are proportionate to the drivers & barriers, results-oriented and feasible. | [input text] |
|  |  | The NS/AP relates to the scope and scale of the FREL/FRL, taking into account national circumstances. | [input text] |
|  |  | The NS/AP defines the institutional arrangements for REDD+ implementation, including governance measures, participatory oversight and inter-sectoral coordination. | [input text] |
| Degree to which the NS/AP incorporates principles of social inclusion and gender equality. |  |  | The NS/AP is developed through a multi-stakeholder, gender-responsive and participatory consultation and dialogue process. | [input text] |
|  |  | The proposed policies and measures for REDD+ integrate gender-responsive actions. | [input text] |
|  |  | The proposed policies and measures for REDD+ consider the realization of land and resource tenure rights (when relevant), as well as the development priorities of indigenous peoples and local communities as well as their development priorities. | [input text] |
| Degree of anchoring of the NS/AP in the national development policy and institutional fabric. |  |  | There is effective inter-ministerial coordination for REDD+ action. | [input text] |
|  |  | Endorsement of the NS/AP has been obtained at a high political level, beyond the agency or ministry that led the REDD+ readiness process. | [input text] |
|  |  | REDD+ actions or targets are embedded in the national plan or policy for sustainable development. | [input text] |
|  |  | There is evidence that ministries/agencies outside the forest and environment sectors are committed to implementing REDD+ policies and measures. | [input text] |
|  |  | Financing arrangements to start implementing the NS/AP (or to channel results-based finance) are designed. | [input text] |

## Safeguard Information System

|  |
| --- |
| Supported by (select all applicable and provide details of Other Source):  National Programme;  Targeted Support;  Other Source;  Not Applicable |
| Please provide a brief description of the achievement made in developing a Safeguard Information System (SIS) as well as the source of the support provided in this regard: [100 words]  [input text] |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Indicator | Start | End | Descriptor (select all that apply) | Please provide a short narrative describing the reason for selection as well as means/source of verification. |
| Does the country have a Safeguard Information System (SIS) that provides information on how the Cancun safeguards are being addressed and respected throughout implementation of REDD+ actions? |  |  | No | [input text] |
|  |  | SIS objectives determined |
|  |  | Safeguard information needs and structure determined. |
|  |  | Existing information systems and sources assessed. |
|  |  | The SIS is designed, building on existing, together with any novel, information systems and sources clearly articulated in a national government-endorsed document. |
|  |  | The SIS is functional, building on existing, together with any novel, information systems and sources that are clearly articulated in a national government-endorsed document. |
|  |  | Summary of information on REDD+ safeguards, informed by the SIS, has been submitted to UNFCCC. |
| Degree of completeness of the design of a country approach to address the social and environmental safeguards for REDD+ |  |  | Aligns with the NS/AP, covering the social and environmental benefits and risks of the policies & measures for REDD+ being considered by the countries. | [input text] |
|  |  | Defines specific policies, laws and regulations (PLRs), as well as other measures, to address the identified benefits and risks. | [input text] |
|  |  | Have institutional arrangements and/or capacities to implement those PLRs and to monitor the REDD+ safeguards. | [input text] |
|  |  | Transparently provides information on how safeguards are respected and addressed. | [input text] |

## Forest Reference Emission Level / Forest Reference Level

|  |
| --- |
| Supported by (select all applicable and provide details of Other Source):  National Programme;  Targeted Support;  Other Source;  Not Applicable |
| Please provide a brief description of the achievement made in developing a Forest Reference Emission Level / Forest Reference Level (FREL/FRL)as well as the source of the support provided in this regard (100 words):  [input text] |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Indicator | Start | End | Descriptor (select all that apply) | Please provide a short narrative describing the reason for selection as well as means/source of verification |
| Has the country established a FREL/FRL? |  |  | Not yet initiated | [input text] |
|  |  | Capacity building phase |
|  |  | Preliminary construction phase |
|  |  | Advanced*[[11]](#footnote-11)* construction phase |
|  |  | Submission drafted |
|  |  | Submitted to the UNFCCC |
| Robustness of FREL/FRL submissions |  |  | Submission is transparent, complete, consistent and as much as possible accurate and allows reconstruction of the submitted FREL/FRL. | [input text] |
|  |  | Includes pools and gases, and REDD+ activities (Scope) and justification for omitting significant pools and/or activities. | [input text] |
|  |  | Justifies where the submission is inconsistent with previous versions of GHG inventory. | [input text] |
|  |  | Includes details of the forest definition used and national circumstances. | [input text] |
|  |  | Defines the geographic area covered by FREL/FRL (scale). | [input text] |

## National Forest Monitoring System

|  |
| --- |
| Supported by (select all applicable and provide details of Other Source):  National Programme;  Targeted Support;  Other Source;  Not Applicable |
| Please provide a brief description of the achievement made in developing a National Forest Monitoring System (NFMS) as well as the source of the support provided in this regard (100 words):  [input text] |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Indicator | Start | End | Descriptor (select all that apply) | Please provide a short narrative describing the reason for selection as well as means of verification |
| Has the country established a NFMS? |  |  | No | [input text] |
|  |  | NFMS capacity building phase |
|  |  | Preliminary construction phase |
|  |  | Advanced*[[12]](#footnote-12)* construction phase |
|  |  | NFMS generating preliminary information for monitoring and MRV |
|  |  | NFMS institutionalized and generating REDD+ monitoring and MRV (satellite land monitoring system, national forest inventory, greenhouse gas inventory) |
| Degree of completeness of the NFMS in UN-REDD supported countries |  |  | NFMS includes a Satellite Land Monitoring System (SLMS) | [input text] |
|  |  | NFMS includes a National Forest Inventory (NFI) | [input text] |
|  |  | NFMS includes a National GHG Inventory (GHGi) | [input text] |
|  |  | The NFMS is suitable for estimating anthropogenic forest-related greenhouse gas emissions by sources, and removals by sinks, forest carbon stocks, and forest-area changes resulting from the implementation of REDD+ activities; | [input text] |
|  |  | The NFMS is consistent with Intergovernmental Panel on Climate Change (IPCC) guidance and guidelines; | [input text] |
|  |  | The NFMS enables the assessment of different types of forest in the country, including natural forest. | [input text] |

# Financial Delivery

The table below gathers information on the cumulative financial progress of the National Programme at the end of programme implementation (including all cumulative yearly disbursements). Please add additional rows as needed.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Programme Outcome | UN Organization | Total Funds Transferred[[13]](#footnote-13) | Total Expenditure[[14]](#footnote-14) | Delivery Rate[[15]](#footnote-15)  (%) |
| Outcome 1: [input text] | FAO |  |  |  |
| UNDP |  |  |  |
| UNEP |  |  |  |
| Sub-total |  |  |  |  |
| Outcome 2: [input text] | FAO |  |  |  |
| UNDP |  |  |  |
| UNEP |  |  |  |
| Sub-total |  |  |  |  |
| Outcome 3: [input text] | FAO |  |  |  |
| UNDP |  |  |  |
| UNEP |  |  |  |
| Sub-total |  |  |  |  |
| Outcome 4: [input text] | FAO |  |  |  |
| UNDP |  |  |  |
| UNEP |  |  |  |
| Sub-total |  |  |  |  |
| Outcome 5: [input text] | FAO |  |  |  |
| UNDP |  |  |  |
| UNEP |  |  |  |
| Sub-total |  |  |  |  |
| Indirect Support Costs  (7% GMS) | FAO |  |  |  |
| UNDP |  |  |  |
| UNEP |  |  |  |
| Indirect Support Costs (Total) | |  |  |  |
| FAO (Total): | |  |  |  |
| UNDP (Total): | |  |  |  |
| UNEP (Total): | |  |  |  |
| Grand TOTAL: | |  |  |  |

# Adaptive management

Referring to the deviations and delays indicated in the results framework above please provide a short narrative of delays encountered, the reasons for them and what actions were considered to alleviate their impact on the Programme. Please indicate if these were discussed at the Programme Executive Board (PEB) or National Steering Committee (NSC) meetings, between the Programme Management Unit (PMU) and national counterparts and what measures have been proposed to overcome them.

## Delays and Corrective Actions

|  |
| --- |
| What delays/obstacles were encountered at country level? [100 words] |
| [input text] |
| Were any of the delays/obstacles raised and/or discussed at the Programme Steering Committee meetings? [100 words] |
| Yes;  No  [input text] |
| What are the delays/obstacles anticipated in terms of their impact on the NP? [100 words] |
| [input text] |
| How were these delays/obstacles addressed? [100 words] |
| [input text] |

## Opportunities and Partnerships

|  |
| --- |
| During NP implementation, have any opportunities that were not foreseen in the design of the programme been identified to help advance efforts on REDD+? [100 words] |
| [input text] |
| How were these opportunities being incorporated into the work of the NP? [100 words] |
| [input text] |

## Measures to Ensure Sustainability of National Programme Results

Please provide a brief overall assessment of any measures taken to ensure the sustainability of the National Programme results during the reporting period. Please provide examples if relevant; these can include the establishment of REDD+ institutions expected to outlive the Programme and regulations, or capacities that will remain in place after the completion of the programme.

|  |
| --- |
| Measures taken to ensure the sustainability of the National Programme. [150 words] |
| [input text] |

The questions below seeks to gather relevant information on how the National Programme is putting into practice the principles of aid effectiveness through strong national ownership, alignment and harmonization of procedures and mutual accountability.

|  |
| --- |
| Are the national implementing partners and UN-REDD focal points involved in the planning, budgeting and delivery of the National Programme? |
| Programme Executive Board Established:  Yes  No  Date of Last Meeting:  Number of meetings annually:  Please explain what measures are in place to ensure national ownership: [150 words]  [input text] |

|  |
| --- |
| Are the UN-REDD Programme’s Guidelines for Stakeholder Engagement applied in the National Programme process? |
| Fully  Partially  No  Please explain, including if level of consultation varies between non-government stakeholders: [150 words]  [input text] |

|  |
| --- |
| Programme sustainability depends on the extent to which sectorial counterparts, civil society representatives, private sector relevant to the REDD+ dynamic in the country and other relevant stakeholders are involved in the Programme’s activities and ownership of strategic matters. In the box below please select applicable options and provide an indication of how these different sets of stakeholders are involved in and appropriate Programme activities. |
| Member of the steering committee  Member of technical or other advisory committees  Implementing partner for some activities of the National Programme  Please explain, including if level of consultation varies between non-government stakeholders: [150 words]  [input text] |

## National Programme and/or R-PP Co-Financing Information

If additional resources (direct co-financing) were provided to activities supported by the UN-REDD National Programme including new financing mobilized since start of implementation, please fill in the table below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sources of Co-Financing[[16]](#footnote-16) | Name of Co-Financer | Type of Co-Financing[[17]](#footnote-17) | Amount (US$) | Supported Outcome in the NPD | Year Mobilized |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

# Annex – UNDG Guidelines: Definitions

The following definitions for results based reporting from the UNDP Guidelines are to be used for the annual report:

* **Results:** A resultis a describable or measurable change that is derived from a cause-and-effect relationship. There are three types of such changes – outputs, outcomes and impact – which can be set in motion by a development intervention.
* **Results Based Reporting:** Seeks to shift attention away from activities to communicating important results that the programme has achieved at output and outcome levels. An effective results-based report communicates and demonstrates the effectiveness of the intervention. It makes the case to stakeholders and donors for continued support and resources.
* **Results Matrix:** An important aid in results-based reporting is the results matrix, which clearly articulates the results at output and outcome level and the indicators, baselines and targets. These items, along the review of indicators, assumptions and risks, should serve as guides for reporting on results.
  + **Outcomes:** Outcomes describe the intended changes in development conditions resulting from UNCT cooperation. Outcomes relate to changes in institutional performance or behavior among individuals or groups as viewed through a human rights-based approach lens.
  + **Outputs:** Outputs are changes in skills or abilities, or the availability of new products and services that are achieved with the resources provided within the time period specified. Outputs are the level of result in which the clear comparative advantages of individual agencies emerge and accountability is clearest. Outputs are linked to those accountable from them giving the results chain a much stronger internal logic.
  + **Indicators**: Indicators help measure outcomes and outputs, adding greater precision. Indicators ensure that decision-making is informed by relevant data.

1. Those organizations either sub-contracted by the Project Management Unit or those organizations officially identified in the National Programme Document (NPD) as responsible for implementing a defined aspect of the project. [↑](#footnote-ref-1)
2. As reflected on the MPTF Office Gateway http://mptf.undp.org. [↑](#footnote-ref-2)
3. The original end date as stated in the NPD. [↑](#footnote-ref-3)
4. The financial information reported should include indirect costs, M&E and other associated costs. The information on expenditure is unofficial. Official certified financial information is provided by the HQ of the Participating UN Organizations by 30 April and can be accessed on the MPTF Office GATEWAY (<http://mptf.undp.org/factsheet/fund/CCF00>). [↑](#footnote-ref-4)
5. The total budget for the entire duration of the Programme as specified in the signed Submission Form and NPD. [↑](#footnote-ref-5)
6. Amount transferred to the participating UN Organization from the UN-REDD Multi-Partner Trust Fund. [↑](#footnote-ref-6)
7. The sum of commitments and disbursement [↑](#footnote-ref-7)
8. Each UN organization is to nominate one or more focal points to sign the report. Please refer to the UN-REDD Programme Planning, Monitoring and Reporting Framework document for further guidance. [↑](#footnote-ref-8)
9. Mark with an X, the progress indicated by the qualifiers at the start and end of NP implementation. [↑](#footnote-ref-9)
10. Plus (+) activities within the context of REDD+ refer to conservation of forest carbon stocks, sustainable management of forests and enhancement of forest carbon stocks [↑](#footnote-ref-10)
11. FREL/FRL elements defined or at an advanced stage (scope, scale, forest definition, methodology and data compilation). [↑](#footnote-ref-11)
12. NFMS elements at an advanced stage (satellite land monitoring system, national forest inventory, greenhouse gas inventory). [↑](#footnote-ref-12)
13. Amount transferred to the participating UN Organizations from the UN-REDD Multi-Partner Trust Fund as reflected on the MPTF Office Gateway http://mptf.undp.org. [↑](#footnote-ref-13)
14. The sum of commitments and disbursements [↑](#footnote-ref-14)
15. Total Expenditure / Total Funds Transferred [↑](#footnote-ref-15)
16. Indicate if the source of co-financing is from: Bilateral aid agency, foundation, local government, national government, civil society organizations, other multilateral agency, private sector, or others. [↑](#footnote-ref-16)
17. Indicate if co-financing is in-kind or cash. [↑](#footnote-ref-17)