**SDG-F JOINT PROGRAMME MONITORING REPORT**

**Joint Programme Information**

Programme title

Thematic area

Country

Duration

Reporting Period

UN Participating agencies

Implementing Partners

**I. Joint Programme Information**

**Report submitted by**

Name

Title

Organization

Contact information

**Programme contact information**

Resident Coordinator

Name

E-mail

**UNCT contact person for implementation**

Name

Agency

Title

E-mail

Phone

Address:

**Alternative UNCT contact person for implementation**

Name

Agency

Title

E-mail

Phone

Address:

**Technical team contacts**

**Joint programme coordinator**

Name

Agency

Title

E-mail

Phone

Address:

**JP monitoring and evaluation focal point**

Name

Agency

Title

E-mail

Phone

Address:

**JP communications and advocacy focal point**

Name

Agency

Title

E-mail

Phone

Address:

**JP knowledge management focal point**

Name

Agency

Title

E-mail

Phone

Address:

**JP private sector focal point**

Name

Agency

Title

E-mail

Phone

Address:

**Agency contact points**

**Contact 1**

Name

Agency

Title

E-mail

Phone

Address:

**Contact 2**

Name

Agency

Title

E-mail

Phone

Address:

**Contact 3**

Name

Agency

Title

E-mail

Phone

Address:

**Contact 4**

Name

Agency

Title

E-mail

Phone

Address:

**Contact 5**

Name

Agency

Title

E-mail

Phone

Address:

**II. Financial information**

Please upload your detailed financial report as per the annual work plan and budget for this reporting period **here** and complete the summary as below:

|  |  |
| --- | --- |
| **UN Agency** | **SDG-F Funds**  |
| **Total** **approved****funds** | **Total funds Transferred to date** | **Total funds committed to date** | **Total funds disbursed to date** |
| Name of Agency |  |  |  |  |
| Name of Agency |  |  |  |  |
| Name of Agency |  |  |  |  |
| Name of Agency |  |  |  |  |
| **Total** |  |  |  |  |

|  |  |
| --- | --- |
| **Source** | **Matching funds**  |
| **Total** **approved****funds** | **Total funds Transferred to date** | **Total funds committed to date** | **Total funds disbursed to date** |
| Name of source |  |  |  |  |
| Name of source |  |  |  |  |
| Name of source |  |  |  |  |
| Name of source |  |  |  |  |
| Name of source |  |  |  |  |
| **Total** |  |  |  |  |

**III. Beneficiaries**

Please give the total of all beneficiaries **up to this reporting period.**

**Total number of direct beneficiaries to date:**

**Direct Beneficiaries – Breakdown**

Please try to give as detailed a breakdown as possible in the table below, include other types of beneficiaries, as necessary.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Beneficiary type - individual**  | **Total** | **F** | **M** | **Comments**  |
| Farmers |  |  |  |  |
| Entrepreneurs |  |  |  |  |
| Civil servants/government  |  |  |  |  |
| Indigenous  |  |  |  |  |
| Youth  |  |  |  |  |
| Children  |  |  |  |  |
| Other 1 please provide details  |  |  |  |  |
| Other 2 please provide details |  |  |  |  |
| Other 3 please provide details |  |  |  |  |
| **Total**  |  |  |  |  |
| **Beneficiary type – institutional** |  |  |  |  |
| SMEs  |  |  |  |  |
| Cooperatives  |  |  |  |  |
| Government/municipal organizations |  |  |  |  |
| Private sector |  |  |  |  |
| Community-based organizations  |  |  |  |  |
| NGOs |  |  |  |  |
| Other 1 please provide details  |  |  |  |  |
| Other 2 please provide details |  |  |  |  |
| Other 3 please provide details |  |  |  |  |
| **Total** |  |  |  |  |

**Indirect Beneficiaries – Breakdown**

**Total number of indirect beneficiaries to date:**

Please try to give as detailed a breakdown as possible in the table below, include other types of indirect beneficiaries, as necessary.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Beneficiary type - individual**  | **Total** | **F** | **M** | **Comments**  |
| Farmers |  |  |  |  |
| Entrepreneurs |  |  |  |  |
| Civil servants/government  |  |  |  |  |
| Indigenous  |  |  |  |  |
| Youth  |  |  |  |  |
| Children  |  |  |  |  |
| Other 1 please provide details  |  |  |  |  |
| Other 2 please provide details |  |  |  |  |
| Other 3 please provide details |  |  |  |  |
| **Total**  |  |  |  |  |
| **Beneficiary type – institutional** |  |  |  |  |
| SMEs  |  |  |  |  |
| Cooperatives  |  |  |  |  |
| Government/municipal organizations |  |  |  |  |
| Private sector |  |  |  |  |
| Community-based organizations  |  |  |  |  |
| NGOs |  |  |  |  |
| Other 1 please provide details  |  |  |  |  |
| Other 2 please provide details |  |  |  |  |
| Other 3 please provide details |  |  |  |  |
| **Total** |  |  |  |  |

**Any other information regarding JP beneficiaries\***

Provide any other explanatory information in the box below

e.g. # training workshops / # people trained (disaggregated by sex)

e.g. # people received financial assistance to set up a business (disaggregated by sex)

**IV. Joint Programme Progress**

|  |  |  |  |
| --- | --- | --- | --- |
| **Expected Results (Outcomes & outputs)**From Annual Work Plan and Budget | **Progress**Brief assessment of the extent to which the JP components are progressing in relation to the outcomes and outputs expected for the reporting period. (100-200 words) | **Difficulties**Brief assessment describing the difficulties the JP is facing, including external difficulties (not caused by the JP) that delay implementation. (100-200 words)Include actions planned to eliminate or mitigate the difficulties mentioned. (If applicable) | **Expected deliverables**Briefly summarize the upcoming steps regarding the outcomes and outputs expected for the duration of the JP. (100-200 words) |
| **JP Outcome 1:** |  |  |  |
| **JP Output 1.1:** |  |  |  |
| **JP Output 1.2:** |  |  |  |
| **JP Outcome 2:** |  |  |  |
| **JP Output 2.1:** |  |  |  |
| **JP Output 2.2:** |  |  |  |

**Cross-cutting issues**

The SDG-F considers sustainability (understood as both environmental sustainability but also in a broader sense of longer term sustainability of results after the JP termination), gender equality/women empowerment and public-private partnership as priorities in all its areas of work.

How has the JP addressed **during the reporting period** (please provide concrete actions):

1. The promotion of **women’s empowerment and gender equality.** (200 words)
2. The **sustainability** of the JP work. (200 words)
3. The engagement in **public-private partnerships.** (200 words)

**Communication and Advocacy**

Has the JP articulated an advocacy & communication actions that helps advance its policy objectives and development outcomes?

[ ]  Yes [ ] No

**Please describe communication activities developed as part of the JP. Please include links to news stories, brochures, videos or other available materials. (300 words)**

**Please provide concrete gains the communication and advocacy efforts has increased awareness on SDG issues. (250 words)**

**JP website URL:**

**JP twitter handle:**

**JP Facebook page:**

**Other social media channels managed by joint programme (Instagram, Google+, You Tube…):**

**Channel 1:**

**Channel 2:**

**Channel 3:**

**One UN Coordination and Delivering as One**

The SDG-F is based on the principles of effective development cooperation, inclusion and participation and One UN coordination.

|  |  |
| --- | --- |
| **Actions**  | **Description** |
| Managerial practices (financial, procurement, etc.) implemented jointly by the UN implementing agencies for SDG-F JPs |   |
| Joint analytical work (studies, publications, etc.) undertaken jointly by UN implementing agencies for SDG-F JPs |  |
| Joint activities undertaken jointly by UN implementing agencies for SDG-F JPs |  |
| Other, please specify: |  |

**What types of coordination mechanisms and decisions have been taken to ensure joint delivery? (250 words)**

**National Ownership: Paris, Accra and Busan Commitments**

The SDG-F strengthens the UN system’s ability to deliver results in an integrated and multi-dimensional manner by supporting the Joint Programme modality and by bringing together United Nations Agencies and national counterparts in a collective effort to ensure ownership and sustainability of results of JPs and advance towards the SDGs.

|  |  |  |  |
| --- | --- | --- | --- |
| **Partners**  | **Involvement\*** | **Type of involvement** | **Examples** |
| **Government(specify national/local)** | [ ]  Not involved[ ]  Slightly involved[ ]  Fairly involved[ ]  Fully involved | [ ]  Policy-decision making[ ]  Budget[ ]  Procurement[ ]  Service Provision[ ]  Other, specify:  |  |
| **Private Sector** | [ ]  Not involved[ ]  Slightly involved[ ]  Fairly involved[ ]  Fully involved | [ ]  Policy-decision making[ ]  Budget[ ]  Procurement[ ]  Service Provision[ ]  Other, specify: |  |
| **Civil Society** | [ ]  Not involved[ ]  Slightly involved[ ]  Fairly involved[ ]  Fully involved | [ ]  Policy-decision making[ ]  Budget[ ]  Procurement[ ]  Service Provision[ ]  Other, specify: |  |
| **Academia** | [ ]  Not involved[ ]  Slightly involved[ ]  Fairly involved[ ]  Fully involved | [ ]  Policy-decision making[ ]  Budget[ ]  Procurement[ ]  Service Provision[ ]  Other, specify: |  |

 \* Implementation of activities and the delivery of outputs

**Please briefly describe the current situation of the government, private sector and civil society on regards of ownership, alignment and mutual accountability of the JP. Please be specific on the role of different actors (i.e. implementing partners, or third parties being sub-contracted for specific service delivery). (250 words)**

**Please briefly provide an overall assessment of the governance and managerial structures (e.g.: NSC and PMC participation and commitment, RC leadership, vertical and horizontal coordination). (250 words)**

**V. Joint Programme contribution to the SDGs**

The SDG-F’s main objective is to support the progress of the Sustainable Development Goals worldwide. Please provide some concrete contributions of the JP to the SDGs.

|  |  |
| --- | --- |
| **SDG #** | **JP Contribution**If possible please indicate to which targets the programme is contributing |
|  |  |
|  |  |
|  |  |

**VI. Additional information**

**Additional Comments**

Please provide any other comments information or data you would like to communicate to the SDG-F Secretariat.

**ATTACHMENTS**

Please upload any of the following materials below:

* Programme baseline study
* Performance Monitoring Framework:
* JP Communication and Advocacy Plan
* JP Knowledge Management Plan
* NSC and/or PMC Minutes
* Publications and reports generated by the JP
* Other publication 1:
* Other publication 2:
* Other publication 3:
* Other publication 4:
* Other publication 5:
* Photos with captions, what, who where, etc. Link to dropbox or any other file sharing service
* Press releases
* Additional documentation 1:
* Additional documentation 2:
* Additional documentation 3:
* Additional documentation 4:
* Additional documentation 5:

**Performance Monitoring Framework**

Please, provide an **updated Performance Monitoring Framework**.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Expected Results (Outcomes & outputs)** From Annual Work Plan and Budget | **Performance Indicators** | **Data Sources**From identified data and information sources | **Collection methods**How is it to be obtained? | **Frequency**How often will it be obtained?  | **Responsibilities**Responsible for M&E the resulte.g. JP M&E officer | **Baseline**Baselines are a measure of the indicator at the start of the JP | **Budget**Specific budget for monitoring the results\* |
| Planned | Achieved |
| **JP Outcome 1:**  | **Indicator:** **Target:**  |  |  |  |  |  |  |  |
| **JP Output1.1:** | **Indicator:** **Target:** |  |  |  |  |  |  |  |
|  | **Indicator:** **Target:** |  |  |  |  |  |  |  |

Please, note the **SDG-F required the JPs to develop a quality baseline data during the inception phase**, which will be crucial for the analysis of the JP impact.

* \*Not to be confused with the activities budget