



# Effectiveness Assessment Report

August 2020

# Introduction

After the closure of the projects supported by the Amazon Fund the need to observe the effects of the actions of each project over time arises. Some actions can be observed when the project is concluded and are published on the page of each project on the Amazon Fund website. Other actions, however, take longer to show their effects. Capturing and documenting these effects in an organized and standardized manner is an important institutional learning activity for those responsible for executing the projects, for BNDES, for donors, for public policy makers and for the whole society.

This document complements the Result Assessment Report (RAR), sent by project managers to BNDES at the time of project completion, emphasizing the evolution of direct and indirect effects, the lessons learned, and the sustainability of the changes proposed in the executed project, after a period of completion.

The guidelines for completing the template of an Effectiveness Assessment Report (EAR) are in the body of this document and the BNDES team is available for any clarifications.

To those responsible for executing the project, we express our thanks for enriching the experience of the Amazon Fund with the lessons learned during and after project execution.

# objective ****OF THE Effectiveness Assessment Report (EAR)****

**The EAR aims to evaluate the effects achieved after the closure of the project (up to two years after its completion), focusing mainly on the degree of evolution of the indicators, sustainability and lessons learned that are relevant subsidies for other projects, public policies, the management of the Amazon Fund itself and its donors. In general, an effectiveness assessment seeks to answer: “Did the project produce the expected effects? Were there any unexpected effects? Are the changes proposed by the project sustainable? What can we learn from the execution of this project?”**

# Methodology

As shown in Table 1, some sections of the EAR find correspondence with sections of the previous reports. Thus, before drafting the EAR, it is important to gather the project performance reports (“RED”) and the Results Assessment Report (RAR).

Table 1: Correspondence of sections

|  |  |  |
| --- | --- | --- |
| **RED** | **RAR** | **EAR** |
| - | The project | The project |
| - | Intervention logic | * Intervention logic
 |
| A) activities executed and degree of physical execution of the projectB) main occurrences related to the institution responsible for project implementationC) physical execution scheduleD) detailed list of uses and sourcesE) payment ratioF) list of purchased machinery and equipment G) financial transactions | Activities executed  | Implementation context |
| H) monitoring plan indicators | Efficacy and effectiveness indicators | Evaluation of effectiveness indicators* Analysis of the evolution of the effects indicators achieved until the present moment (after project execution)
* Unexpected positive effects and challenges (after project execution)
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| I) making project information available on the Internet | - | - |
| J) project photos | - | - |
| K) testimonials about the project  | - | - |
| L) environmental aspects | - | - |
| - | Institutional and administrative aspects | - |
| - | Risks and lessons learned | Lessons learned* For the institution
* For public policies
* For the Amazon Fund and its donors
* Project contributions regarding transversal gender criteria, poverty reduction and economic sustainability.
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| - | Sustainability of results | Sustainability of the effects achieved by the project* Current situation (after project execution)
* Qualitative analysis of the factors that explain the changes
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| - | Videos, publications and other media about the project | - |
| - | Evaluation of relationship with BNDES | - |
| - | Annex 1 – Amazon Fund objectives tree | - |
| - | - | Other remarks |
| - | - | Evaluator identification |

# MODEL OF EFFECTIVENESS ASSESSMENT REPORT

In compliance with the contracts signed with the organizations responsible for project implementation, which provide for carrying out an effectiveness assessment after project completion, we present below a template for the Effectiveness Assesment Report. Each item presents questions to guide and support the answers. In addition, some items can be answered individually, but the analyses should preferably involve more than one project participant to enrich the conclusions. Items in which more than one participant is encouraged to respond are marked on the form.

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**EFFECTIVENESS ASSESSMENT REPORT (EAR)**

PROJECT NAME

NAME OF THE ORGANIZATION RESPONSIBLE

Completion of the physical execution of the project: quarter/year

Effectiveness assessment date: day/month/year

1. **The project**

*Include in this section the project information according to the Amazon Fund website, so the reader can understand the evaluation without having to refer to another document.*

* 1. **Project summary**

*According to the “The project” description in your project’s page on the Amazon Fund’s website.*

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* 1. **Intervention logic**

*According to the “Intervention logic” definition of your project’s page on the Amazon Fund’s website.*

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* 1. **Main direct and indirect effects achieved by the project**

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* 1. **Beneficiaries (target public)**

*According to your project’s page on the Amazon Fund’s website.*

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* 1. **Total cost of the project**

*According to the “total project value” of your project’s page on the Amazon Fund’s website.*

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| R$  |

* 1. **Amazon Fund support**

*According to the “total supported value” of your project’s page on the Amazon Fund’s website.*

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| R$ |

* 1. **Execution period**

*Enter the contract, first disbursement and completion dates of the project here.*

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| Date of contract:Date of first disbursement:Quarter/year of project completion: |

1. **Implementation context**

*Review in this section the context of project implementation, from the rereading of the performance reports, the Result Assessment Report (RAR) and the monitoring plan. It is important to note whether the problem situation of the project was solved and whether the results have been achieved and remain still. Here it is relevant to engage with coordinators and teams involved in the project implementation to complete the data.*

***Guiding questions:***

*Were the expected results of the project achieved and are they still present? Was the problem situation of the project resolved? What changed regarding the problem situation after the project was completed? (if possible, respond in a group with other participants). How have products and services contributed to achieving the effects of the project?*

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1. **Evaluation of effectiveness indicators**

*In this section, analyze the evolution of the effectiveness indicators for direct and indirect effects, according to the Logical Framework and its Monitoring Plan.*

**3.1 Analysis of the evolution of effectiveness indicators to the present moment (after project execution)**

*Copy the main effectiveness indicators of the project from the Logical Framework. Then place the goal values and the value achieved for each indicator at the end of the project, according to the RAR and the Monitoring Plan. Finally, add the current value of each indicator and briefly analyze this evolution (if possible, in a group with other participants).*

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| --- | --- | --- | --- |
| Indicators | Goal | Value at the end of the project | Current value |
| Indicator 1.1 | X | X1 | X2 |
| Indicator 1.2 | X | X1 | X2 |
| Indicator 1.3 | X | X1 | X2 |
| Indicator 1.4 | X | X1 | X2 |
| Indicator 2.1 | X | X1 | X2 |

*Make a general comment on the evolution of indicators (if possible, in a group with other participants).*

***Guiding questions:*** *After executing the project, are the indicators still applicable? Were there any other unreported effects on the indicators after the end of the project?*

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**3.2 Unexpected positive effects or challenges (after project execution)**

***Guiding questions:*** *Which unexpected positive effects or challenges arose after completing the project? Were there developments, such as other financing, opportunities, attracting new teammates etc.? Were there previously unidentified challenges/difficulties? How did you deal with the challenges that arose after completion? (if possible, respond in a group with other participants).*

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1. **Project contributions regarding transversal gender criteria and poverty reduction**

***Guiding questions:*** *How did the project contribute, directly or indirectly, to the reduction of inequalities in opportunities and income associated with gender? Did the project create specific opportunities for women? Did the project adopt practices to prevent harassment (moral and sexual) and discrimination? Are these practices still in force? (if your project has not contributed to any of the criteria, please say so and, if possible, respond in group with other participants).*

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***Guiding questions:*** *How did the project contribute to poverty reduction? Did the project create opportunities, directly or indirectly, to generate income for the poorest? Do these opportunities have an effect to date? (if your project has not contributed to any of the criteria, please say so and, if possible, respond in group with other participants).*

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1. **Sustainability of the direct and indirect effects of the project**

*In this section, analyze the sustainability of the direct and indirect effects of the project.*

**5.1 Current situation (after the project)**

***Guiding questions:*** *In general, did the situation reached at the end of the project remain or improve as a result of what was accomplished with the support of the project? Were the effects achieved continued or are they generating consequences (such as new effects, access to new financing from other sources etc.)? (if possible, respond in a group with other participants).*

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**5.2 Qualitative analysis of the factors that explain the changes**

***Guiding questions:*** *How did the project implement activities that contribute to reduce deforestation and the sustainable development of the Brazilian Amazon (including economic, social and environmental aspects)?*

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***Guiding questions:*** *What explains the changes (positive and/or negative) that have occurred since the completion of the project, if any? (if possible, respond in a group with other participants).*

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1. **Lessons learned**

*In this section, record what has been learned from executing the project and what may be relevant to the institution, other projects, public policies, the Amazon Fund and donors.*

**6.1 For the institution**

***Guiding questions:*** *What did this project teach the institution responsible for its implementation regarding fundraising, management and resource management? What were the lessons learned regarding accountability and communication? What were the technical lessons? What should have been done differently to increase the effectiveness of the project? Did the project carry out trainings for these themes? (if possible, respond in a group with other participants).*

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**6.2 For public policies**

***Guiding questions:*** *Did the project contribute to creating and implementing public policies to reduce deforestation with sustainable development in the Brazilian Amazon? What environmental and sustainable development policies could be inspired by the experience of this project? What lessons learned can the project contribute to public policies? (if possible, respond in a group with other participants).*

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**6.3 For the Amazon Fund management and its donors**

***Guiding questions:*** *Did the Amazon Fund’s administrative and financial procedures contribute to the effectiveness of this project? What suggestions can be submitted to the Fund and its donors for its improvement? What lessons learned can guide the fund’s future support to the theme of the project? (if possible, respond in a group with other participants).*

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1. **Other remarks**

***Guiding questions:*** *Is there any other relevant point for assessment that was not contemplated in the previous topics?*

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1. **Identification of evaluators**

*Main evaluator*

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*E-mail*

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*Telephone*

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*Position/Institution*

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*Periods and functions in the project*

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*Other evaluators*

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