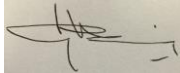


**Enabling the use of global data sources to assess and monitor land degradation at multiple scales
FY17 Project Annual Workplan &
Quarterly Report for Q2 (October-December)**

Project Information			
Project Title:	Enabling the use of global data sources to assess and monitor land degradation at multiple scales		
Country(ies):	Global including Kenya, Uganda, Senegal and Tanzania	GEF ID:	9163
GEF Agency(ies):	CI	Duration in Months:	24
Other Executing Partners:	Vital Signs (VS) National Aeronautics and Space Administration (NASA) Lund University	Start Date (mm/yyyy):	01/2016
GEF Focal Area(s):	Land Degradation	End Date (mm/yyyy):	12/2017
Integrated Approach Pilot:		ProDoc Submission Date:	6/17/2015
Name of Parent Program:		Workplan Submission Date:	4/29/2016
Workplan Prepared by:	Vital Signs, NASA, and Lund University	Workplan approval date:	10/17/2016
General comments:	Note that timeline for some activities have been adjusted (12/08/2016)	CI-GEF Program Managers:	Free de Koning
Major External Events and/or Changes in Risk impacting the project:		Quarterly Report Submission Date:	1/31/2017
		Quarterly Report review/approval date:	2/16/2017
		Quarterly Report approved by:	Free de Koning 

SECTION I: Project Results Workplan

PROJECT OBJECTIVE:	To provide guidance, methods and a toolbox for assessing and monitoring status and trends of land degradation using remote sensing technology which can be employed to inform land management and investment decisions as well as to improve reporting to the UNCCD and the GEF
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COMPONENT 1:	Methods for assessing and monitoring status and trends in land degradation
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EXPECTED OUTCOMES	PROJECT BASELINE	END OF PROJECT TARGET
Outcome 1.1.: Improved understanding of the accuracy, suitability and trade-offs (e.g. resolution, accessibility, repeatability, sustainability/automation, cost, etc.) of different global datasets for estimating status and trends in land degradation	Current methods do not enable estimation of areas of land degradation or drivers	Improved understanding sufficient to identify data sources and methods that enable estimation of areas of land degradation or drivers
Outcome 1.2.: Agreed-upon method(s) for assessing land degradation suitable for identified end-users	Lack of agreement on method(s) for assessing land degradation suitable for end-users	Methods for assessing land degradation have been developed that are suitable for end users and agreed upon among key stakeholders

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS ¹				PROGRESS STATUS JUSTIFICATION
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Output 1.1.1: Comparison of different datasets and methods for land degradation completed	Activity 1: Gather and process climate data from Vital Signs and other external sources. Responsible party(ies): VS									
	Activity 2: Process and verify 1981-2015 AVHRR 8-km NDVI3g & coincident soil moisture data for Senegal, Uganda, Kenya, and Tanzania. Responsible party(ies): NASA									

¹ **O**= Overdue; **D**= Delayed; **NS**= Not started on schedule; **IS**= Under implementation on schedule; and **CA**= Completed/Achieved

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS ¹				PROGRESS STATUS JUSTIFICATION
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Expected completion year: Y1	<p>Activity 3: Process and verify 2002-2015 MODIS Aqua & 2000-2015 MODIS 250 Terra NDVI and coincident soil moisture data for Senegal, Uganda, Kenya, and Tanzania. Evaluate the following soil moisture data sets: NASA’s MERRA-2 1981-2016 soil moisture data; the Hadley Center’s HadISDH soil moisture data set; and NOAA’s Climate Prediction Center’s soil moisture data.</p> <p>Evaluate the following NDVI & other vegetation index data sets with the soil moisture data sets: JRC’s 1-km NDVI data set from 1999-2013 derived from SPOT-Vegetation; ESA’s MERRIS 300-m NDVI data from 2002 to 2012; and the MODIS 250-m “enhanced” vegetation index from 2000-2015.</p> <p>Responsible party(ies): NASA</p>					D	CA			<p>NASA-GMAO compared the 0.5° by 0.625° MERRA-2 atmospheric reanalysis products with gridded HadISDH specific humidity observations and ERA-Interim humidity outputs. HadISDH data are a 5° by 5° land surface multi-variable humidity and temperature record for climate monitoring and it has been used to validate global modeling land climate data directly related to vegetation dynamics. Biases are observed in MERRA-2 in Boreal areas and show good agreement elsewhere. These results show the robustness of MERRA-2 land climate data for potential land degradation studies.</p> <p>European collaborators at University of Copenhagen have validated JRC 1-km data from SPOT-Vegetation and ESA’s MERRIS 300-m NDVI and EVI data (using in situ data in semiarid environments (Fensholt, et al. IIEEE-TGARS, vol. 44(7)). SPOT-Veg NDVI was lower than MODIS NDVI. Both MERIS and MODIS NDVI mirrored accurately in situ NDVI measurements and are all well-suited for land degradation studies.</p>
	<p>Activity 4: Begin and complete NDVI-soil moisture residual trend analyses and error determination by end of third quarter of Year 1 for all NDVI data sets.</p> <p>Responsible party(ies): NASA</p>					D	CA			<p>We completed a NDVI-soil moisture RESTREND analysis and provided the outputs to CI-VS. We evaluated spectral vegetation indices for predicting gross primary production using solar-induced fluorescence from the GOME-2. The results extend the MODIS 250 m scale as a new primary production metric for land degradation.</p>

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS ¹				PROGRESS STATUS JUSTIFICATION
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
	<p>Activity 5: Process and verify commercial satellite data 50 cm mosaics for Senegal, Uganda, Kenya, and Tanzania.</p> <p>Responsible party(ies): NASA</p>					IS	O			Mosaics for Vital Signs areas and entire countries are in progress.
	<p>Activity 6: Process and verify Landsat time series (using TM and ETM+ data) for Vital Signs landscapes in Uganda and Tanzania for 2000 through 2015</p> <p>Responsible party(ies): VS</p>					IS	CA			Landsat images for the Vital Signs landscapes in Uganda, Tanzania and Kenya were processed through Google Earth Engine to generate a temporal trend analysis of Landsat NDVI between 1984 and 2016 (full Landsat TM,ETM+ and OLI archive, the actual temporal span for each landscape depends on image availability at each site).
	<p>Activity 7: Write report for Output 1.1.1 as outlined in paragraph 57 of ProDoc.</p> <p>Responsible party(ies): NASA (lead), VS, Lund</p>					IS	O			NASA originally committed to delivering a reviewable draft to the Project Technical Team by November, 2016. During the FY17Q2 Steering Committee Call, NASA recommitted to submitting a reviewable draft by the end of December, 2016. The draft is still incomplete. Vital Signs is working closely with NASA to make sure the report gets completed.
	<p>Activity 8: Complete peer review of report for Output 1.1.1 and finalize report thereafter.</p> <p>Responsible party(ies): VS</p>									
Output 1.1.2: Evaluation of approaches for incorporating higher-resolution data for disaggregation or targeted analysis completed	<p>Activity 1: Stratify Senegal into major vegetation types and identify pilot sites for evaluation of land degradation analysis results.</p> <p>Responsible party(ies): Lund (lead), local partners</p>									
	<p>Activity 2: Stratify Tanzania, Uganda, and Kenya into major vegetation types and identify pilot sites for evaluation of land degradation analysis results.</p> <p>Responsible party(ies): CI (lead), local partners</p>									

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS ¹				PROGRESS STATUS JUSTIFICATION
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Expected completion year: Y2	<p>Activity 3: Evaluate results of disaggregation of land degradation analyses using high-resolution data (at pilot sites).</p> <p>Responsible party(ies): NASA (lead), VS, Lund</p>						D			NASA did not submit an update on this activity in their quarterly report. Vital Signs has asked NASA to prioritize Vital Signs landscapes in order to speed up the verification process. Lund will also ask NASA to prioritize specific hotspots and coldspots of land degradation for the same reason. Once these results are received, Lund and Vital Signs will examine the results of disaggregating lower resolution estimates of land degradation.
	<p>Activity 4: Analyze socioeconomic and biophysical data collected by Vital Signs in Kenya, Tanzania, and Uganda to verify and contextualize results of land degradation analyses.</p> <p>Responsible party(ies): VS, local stakeholders</p>					IS	IS			Vital Signs has gathered the data for Tanzania and Uganda and has completed a stakeholder assessment to structure the Kenya data collection. Completion of this analysis is dependent on receiving the results of NASA's residual trend analyses.
	<p>Activity 5: Research and development on disentangling the effects of climate and land use on land degradation at the selected localities.</p> <p>Responsible party(ies): Lund</p>						IS			The first step in the analysis has been achieved (identifying NDVI trends – linear, monotonic, and anomalies). Ancillary climatic and soil moisture data is being prepared and will be used to disentangle the effects of climate on the NDVI trends.
	<p>Activity 6: Write report for Output 1.1.2 as outlined in paragraph 63 of ProDoc.</p> <p>Responsible party(ies): NASA (lead), VS, Lund</p>						NS			NASA did not submit an update on this activity in their quarterly report. During the January 2017 Project Technical Team Call, NASA verbally committed to completing this report on time.
	<p>Activity 7: Complete peer review of report for Output 1.1.2 and finalize report thereafter.</p> <p>Responsible party(ies): VS</p>									
Output 1.2.1: Standard methods, including analytical steps and recommended	<p>Activity 1: Document all land degradation satellite data processing and analyses on an ongoing basis</p> <p>Responsible party(ies): NASA</p>					IS				NASA failed to submit their quarterly report.

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS ¹				PROGRESS STATUS JUSTIFICATION
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
<p>datasets, agreed and presented to major stakeholders, including countries, GEF, UNCCD and their scientific and technical bodies</p> <p>Expected completion year: Y2</p>	<p>Activity 2: Present approach to GEF and STAP in Washington, D.C.</p> <p>Responsible party(ies): NASA, VS</p>									
	<p>Activity 3: Make web-presentations of approach to UNCCD, UNCCD OFPs, and national counterparts identified in start-up phase</p> <p>Responsible party(ies): NASA, VS, Lund</p>									
	<p>Activity 4: Support the national partners in selecting potential organizations and participants, and specific points of contact, for participation in the training and capacity building</p> <p>Responsible party(ies): Lund</p>					D	O			On the 29 th November, a meeting was held with country partners aimed at discussing practicalities on the workshop. One of the outcomes was that national partners should send lists of potential participants. We have lists of possible participants from Uganda and Kenya, but are missing lists from Senegal and Tanzania. Alex Zvoleff and Yengoh Genesis are planning a trip to Senegal in February 2017 to acquire information from key stakeholders. Additionally, Vital Signs, through TFCG, has formally reached out to the Tanzania Vice President's Office to gather their input.
	<p>Activity 5: Write report for Output 1.2.1 as outlined in paragraph 71 of ProDoc.</p> <p>Responsible party(ies): NASA (lead), VS, Lund</p>									
	<p>Activity 6: Complete peer review of report for Output 1.2.1 and finalize report thereafter.</p> <p>Responsible party(ies): VS</p>									
<p>Output 1.2.2: Improvement of the GBI algorithm for the Land degradation focal area for GEF-7 based</p>	<p>Activity 1: Research and development on how to improve the GBI algorithm</p> <p>Responsible party(ies): Lund</p>									

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS ¹				PROGRESS STATUS JUSTIFICATION
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
<p>on better remote sensing/Land Degradation data</p> <p><i>Expected completion year: Y2</i></p>	<p>Activity 2: Benchmark the existing GBI algorithm with improved GBI, and for consistency relative to UNCCD indicators.</p> <p>Responsible party(ies): Lund</p>									
	<p>Activity 3: Document the approaches from raw data, data integration to assess land degradation and GBI indices.</p> <p>Responsible party(ies): Lund</p>									
	<p>Activity 4: Write report for Output 1.2.2 as outlined in paragraph 74 of ProDoc.</p> <p>Responsible party(ies): Lund (lead), VS, NASA</p>									
	<p>Activity 5: Complete peer review of report for Output 1.2.2 and finalize thereafter.</p> <p>Responsible party(ies): VS</p>									

COMPONENT 2: Demonstration of recommended methods and platforms to enable widespread adoption

EXPECTED OUTCOMES	PROJECT BASELINE	END OF PROJECT TARGET
<p>Outcome 2.1.: Baseline assessment of land degradation in 4 pilot countries (Kenya, Senegal, Tanzania, Uganda)</p>	Lack of baselines of degradation based on internationally-applicable method(s)	Baselines have been completed for 3 pilot countries and guidance documents have been completed and are available for key stakeholders
<p>Outcome 2.2: Platforms for capacity building and for expanding the use of the data, methods and toolbox to other countries and regions</p>	Lack of platforms to distribute methods and knowledge for estimating degradation	Improved distribution of methods and knowledge through one regional and one global web platform that

provide methodological guidance, demonstrations and toolbox.

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS ²				PROGRESS STATUS JUSTIFICATION
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Output 2.1.1: Land degradation baseline produced for in-country evaluation for 4 pilot countries Expected completion year: Y2	Activity 1: Interact with major stakeholders in Tanzania, Kenya, and Uganda to gather ancillary datasets (at minimum: climate, topography, elevation, population density, and soils) for land degradation assessment Responsible party(ies): VS					IS	CA			
	Activity 2: Interact with the national partner (CSE) in Senegal to gather ancillary datasets (at minimum: climate, topography, elevation, population density, and soils) for land degradation assessment Responsible party(ies): Lund					CA	CA			This activity was completed in FY17Q1.
	Activity 3: Develop common metadata standards in with VS and NASA and build database for pilot countries integrating remote sensing data and ancillary data. Responsible party(ies): Lund (lead), NASA, VS									
	Activity 4: Interact with stakeholders to determine most suitable and desirable season for 2015, 2010, 2005, and 2000 Landsat mosaics of each country Responsible party(ies): VS (lead), Lund									
	Activity 5: Produce Landsat mosaics for 2015, 2010, 2005, and 2000 for all four countries. Responsible party(ies): VS					IS	CA			Eight sets of Landsat mosaics were produced for each of the 4 pilot countries: 4 annual mosaics (2000, 2005, 2010 and 2015 using images from the full year), and 4 dry season mosaics (2000, 2005, 2010, and 2015 using images only from the 4 driest months in each country).

² O= Overdue; D= Delayed; NS= Not started on schedule; IS= Under implementation on schedule; and CA= Completed/Achieved

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS ²				PROGRESS STATUS JUSTIFICATION
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
	<p>Activity 6: Produce land degradation baseline for 1981 for all four countries.</p> <p>Responsible party(ies): NASA (lead), VS, Lund</p>									
	<p>Activity 7: Write report for Output 2.1.1 as outlined in paragraph 93 of ProDoc.</p> <p>Responsible party(ies): NASA (lead), VS, Lund</p>									
	<p>Activity 8: Complete peer review of report for Output 2.1.1 and finalize report thereafter.</p> <p>Responsible party(ies): VS</p>									
<p>Output 2.1.2: Draft guidance documents on methods and toolbox created based on application in four pilot countries (Kenya, Senegal, Tanzania, Uganda)</p> <p><i>Expected completion year: Y2</i></p>	<p>Activity 1: Develop open-source toolbox for implementing land degradation analyses</p> <p>Responsible party(ies): VS (lead), NASA</p>					IS	IS			VS is currently working in the code for the two versions of the toolbox we are planning on producing: One web based (based on Google Earth Engine) and a stand alone one (based on QGIS).
	<p>Activity 2: Develop training material for the effective use of the toolbox.</p> <p>Responsible party(ies): Lund</p>						IS			Lund has completed a draft of the background section for the training materials. Vital Signs is currently reviewing the draft.
	<p>Activity 3: Implement improved GBI calculation in the open-source toolbox GIS toolbox</p> <p>Responsible party(ies): Lund</p>									
	<p>Activity 4: Develop policy relevant guidance on how to apply methods and toolbox in the four countries (report for Output 2.1.2 as outlined in paragraph 98 of ProDoc).</p> <p>Responsible party(ies): Lund (lead), VS, NASA</p>									
<p>Output 2.2.1: Data processing platforms, with data collection protocols, established</p>	<p>Activity 1: Develop website to access all guidance documents and open-source toolbox for applying methods</p> <p>Responsible party(ies): VS</p>									

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS ²				PROGRESS STATUS JUSTIFICATION
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
in regional centers and at global level	<p>Activity 2: Network with organizations with existing platforms in the region to make project outputs accessible from these existing hubs</p> <p>Responsible party(ies): VS, NASA, Lund</p>									
<i>Expected completion year:</i> Y2	<p>Activity 3: Develop platform for data dissemination to support download of raw data for use in toolbox</p> <p>Responsible party(ies): VS</p>									

COMPONENT 3:	Gender appropriate capacity development in the application of the toolbox and recommended approaches for estimating status and trends in land degradation using remote sensing
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EXPECTED OUTCOMES	PROJECT BASELINE	END OF PROJECT TARGET
Outcome 3.1.: Strengthened capacity of the 4 pilot countries and regional center in accessing and processing spectral index-related data for estimating status and trends in land degradation	Lack of national capacity to access and process data to estimate degradation	National capacity to access and process data to estimate degradation improved
Outcome 3.2: Enhanced exchange of knowledge among countries and at least one regional center, with equitable participation by women and men, on remote sensing applications for land degradation monitoring	Scarce exchange of knowledge on remote sensing applications for land degradation monitoring	Professional exchanges of key stakeholders from at least four countries completed

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS ³				PROGRESS STATUS JUSTIFICATION
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
<p>Output 3.1.1: Draft gender-sensitive guidance documents and manuals completed, incorporating the GEF, the UNCCD and country feedback, and made available online</p> <p><i>Expected completion year:</i> Y2</p>	<p>Activity 1: Develop gender appropriate guidance documents and manuals that reflect input and feedback from the GEF, the UNCCD, and the four pilot countries</p> <p>Responsible party(ies): VS (lead), Lund</p>									
<p>Output 3.2.1: Training and capacity building of 4 national and at least one regional center in Africa, with equitable participation by women and men, on remote sensing methods and manuals developed in the previous stages for land degradation monitoring</p> <p><i>Expected completion year:</i> Y2</p>	<p>Activity 1: Carry out training on how to apply the toolbox to real LD assessments in the four countries</p> <p>Responsible party(ies): Lund (lead), VS, NASA</p>									

³ O= Overdue; D= Delayed; NS= Not started on schedule; IS= Under implementation on schedule; and CA= Completed/Achieved

Section II: Project Environmental & Social Safeguards Compliance Workplan

Stakeholder Engagement Plan (SEP)									
PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS				PROGRESS STATUS JUSTIFICATION
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
<p>Activity 1: Engage UNCCD national focal points from Kenya, Senegal, Tanzania and Uganda, as well as STAP and ESA representatives in the project inception workshop and agree on best methods for future consultation</p> <p>Responsible party(ies): VS</p>									
<p>Activity 2: Engage national UNCCD focal points, and national technical experts from the four pilot countries in capacity building workshops, using participatory methods, and solicit input from them in advance and following the workshops through surveys and interviews</p> <p>Responsible party(ies): Lund, VS</p>					IS	IS			<p>As reported in Output 1.2.1 Activity 4, on November 29th, a meeting was held with the UNCCD Science and Technology Correspondents to discuss the practicalities on the workshop. One of the outcomes was that national partners agreed to send lists of potential participants. We have lists of possible participants from Uganda and Kenya, but are missing lists from Senegal and Tanzania. Alex Zvoleff and Yengoh Genesis are planning a trip to Senegal in February 2017 to acquire information from key stakeholders. Additionally, Vital Signs, through TFCG, has formally reached out to the Tanzania VPO to gather their input.</p> <p>Additionally, Matt Cooper of Vital Signs presented the project at the CRIC 15 in October 2016. Representatives from three of the four pilot countries were present. Stakeholders from several other countries expressed an interest in the project. Vital Signs has engaged with stakeholders at other events, including Alex Zvoleff's visit to the UNCCD Headquarters in Bonn, Germany and Tristan's and Mariano's visit to a conference at the GEF Secretariat in Washington, DC.</p>

<p>Activity 3: Disseminate all project data, the toolbox and capacity building materials, and project reports through the project website and through the WOCAT portal</p> <p>Responsible party(ies): VS</p>				IS	IS				<p>In December 2016, Vital Signs spoke over the phone with WOCAT representatives to discuss the new portal and how we can effectively disseminate our project. Mariano Gonzalez-Roglich of Vital Signs will attend a WOCAT workshop in Uganda to informally present the project and also learn more about the new WOCAT portal.</p> <p>Additionally, Vital Signs is exploring hosting the toolbox with NEPAD and SERVIR.</p> <p>All completed and approved documents are available on the project's website.</p>
<p>Activity 4: Engage the international scientific community through participation and presentations at scientific conferences and we will engage them in formal peer review of the toolbox and reports</p> <p>Responsible party(ies): VS, NASA, Lund</p>				IS	IS				<p>Apart from Matt Cooper's presentation of the project at the CRIC 15 in October 2016, no workshops or trainings have been hosted since the Inception Workshop in FY16Q3.</p> <p>Vital Signs submitted an abstract, and was subsequently accepted, to present the project at the ISRSE37 in May 2017 in South Africa.</p>

Gender Mainstreaming Plan (GMP)

PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS				PROGRESS STATUS JUSTIFICATION
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
<p>Activity 1: Prepare and submit for approval, along with the Year 2 Workplan, a document detailing: (1) how gender issues will be effectively incorporated into capacity building guidelines and manuals (Outputs 3.1.1.); and (2) The measures that will be put in place to ensure the equitable participation of women and men in national and regional training workshops (Output 3.1.2.).</p> <p>Responsible party(ies): VS</p>					CA	CA			<p>The Gender Mainstreaming Plan was completed and approved in September, 2016. The GMP is available on the project's website.</p>
<p>Activity 2: Using Vital Signs socioeconomic data in Kenya, Tanzania and Uganda, conduct analyses at sub-national scales, to evaluate the extent to which women are impacted by land degradation and to provide insights that will help enable countries to target land improvement activities that will benefit women.</p> <p>Responsible party(ies): VS</p>									

<p>Activity 3: Develop gender appropriate training materials (Output 3.1.1), and ensure that at least 40% of the people trained are women</p> <p>Responsible party(ies): VS</p>									
<p>Activity 4: Monitor gender disaggregated indicators of workshop participants and individuals trained.</p> <p>Responsible party(ies): VS, Lund</p>					IS	IS			<p>At the CRIC 15 presentation, Matt Cooper counted 28 people in total, 11 of whom were women.</p> <p>When asking stakeholders for suggested training workshop participants, we have consistently asked for gender balanced list of suggested experts.</p>

Accountability and Grievance Mechanisms									
PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS				PROGRESS STATUS JUSTIFICATION
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
<p>Activity 1: Set up process for monitoring, addressing and resolving any and all grievances and assign a primary point of contact</p> <p>Responsible party(ies): PSC</p>									
<p>Activity 2: Post instructions on the project web site with the contact information and information regarding the grievance mechanism, including contact information for the PSC members and CI-GEF Project Agency staff</p> <p>Responsible party(ies): VS</p>									
<p>Activity 3: Primary point of contact will respond to grievances in writing within 15 calendar days of receipt, and will file claims and include in project monitoring and reporting</p> <p>Responsible party(ies): Designated point of contact from activity 1</p>					IS	IS			Project email address is available on the project's website. No grievances have been submitted.

Section III: Project Risks Management Workplan

No high or medium risks were identified in the Project Document.

Section IV: Project M&E Workplan

a. Project Inception Workshop									
PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS				PROGRESS STATUS JUSTIFICATION
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Activity 1: Hold inception workshop within the first three months of project start including the project stakeholders Responsible party(ies): VS, NASA, Lund									
Activity 2: Detail the roles, support services and complementary responsibilities of the CI-GEF Project Agency and the Executing Agency at the inception workshop Responsible party(ies): CI-GEF PROJECT AGENCY, VS									

b. Project Inception Workshop Report									
PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS				PROGRESS STATUS JUSTIFICATION
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Activity 1: Produce an inception report documenting all changes and decisions made during the inception workshop to the project planned activities, budget, results framework, and any other key aspects of the project within one month of the inception workshop Responsible party(ies): VS									

c. Project Results Monitoring Plan (Objective, Outcomes and Outputs)									
PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS				PROGRESS STATUS JUSTIFICATION
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Activity 1: Monitor all indicators identified in the Project Results Monitoring Plan Responsible party(ies): VS					IS	IS			The project has tracked the metrics associated with the indicators in the Project Results Monitoring Plan, for both the project objectives and individual components.
Activity 2: Monitor all indicators identified in the Safeguard Plan throughout the life of the project to assess whether the project has successfully achieved its expected results Responsible party(ies): VS					IS	IS			The project has monitored the indicators identified in the safeguard plan to ensure the project is successfully achieving the results outlined in the SEP, ESP, and Accountability and Grievance Mechanisms.

d. Focal Area Tracking Tool										
PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS				PROGRESS STATUS JUSTIFICATION	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Activity 1: Complete GEF Focal Area Tracking Tools prior to project start-up Responsible party(ies): VS										
Activity 2: Complete GEF Focal Area Tracking Tools at the time of the terminal evaluation Responsible party(ies): VS										

e. Project Steering Committee Meetings										
PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS				PROGRESS STATUS JUSTIFICATION	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Activity 1: Hold PSC (Project Steering Committee) meetings quarterly via conference call Responsible party(ies): PSC, VS					IS	IS			The FY17Q2 Steering Committee Call occurred on December 19, 2016.	
Activity 2: Monitor PSC meetings and report results quarterly Responsible party(ies): VS					IS	IS			The FY17Q2 Steering Committee Call Minutes were approved by the Steering Committee.	

f. CI-GEF Project Agency Field Supervision Missions										
PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS				PROGRESS STATUS JUSTIFICATION	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Activity 1: Conduct annual visits to the project and potentially to project field sites based on the agreed schedule in the project's Inception Report/Annual Work Plan to assess first hand project progress Responsible party(ies): CI-GEF						IS			The CI-GEF Project Agency will provide Vital Signs the date of its annual visit.	
Activity 2: Prepare Field Visit Report and circulate to the project team and PSC members within one month of the visit. Responsible party(ies): CI-GEF										

g. Quarterly Progress Reporting										
PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS				PROGRESS STATUS JUSTIFICATION	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Activity 1: Submit quarterly progress reports to the CI-GEF Project Agency, including a budget follow-up and requests for disbursement to cover expected quarterly expenditures Responsible party(ies): VS					IS	IS			Quarterly progress report will be submitted to the CI-GEF Project Agency on time.	

h. Annual Project Implementation Report (PIR)										
PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS				PROGRESS STATUS JUSTIFICATION	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Activity 1: Prepare an annual PIR to monitor progress made since project start and in particular for the reporting period (July 1st to June 30th) Responsible party(ies): VS										
Activity 2: Share summary of the report with the Project Steering Committee Responsible party(ies): VS										

i. Project Completion Report										
PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS				PROGRESS STATUS JUSTIFICATION	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Activity 1: Draft a final report at the end of the project Responsible party(ies): VS										

j. Independent Terminal Evaluation										
PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS				PROGRESS STATUS JUSTIFICATION	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Activity 1: Conduct an independent Terminal Evaluation within six months after project completion and in accordance with CI-GEF Project Agency and GEF guidance. The terminal evaluation will focus on the delivery of the project's results as initially planned (and as corrected, if any such correction took place). Responsible party(ies): CI-GEF										

Activity 2: Provide a formal management answer to the findings and recommendations of the terminal evaluation									
Responsible party(ies): VS									

k. Lessons Learned & Knowledge Generation

PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS				PROGRESS STATUS JUSTIFICATION
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
<p>Activity 1: Disseminate results within and beyond the four pilot countries through existing information sharing networks and fora. The project will identify and participate, as relevant and appropriate, in scientific, policy-based and/or any other networks, which may be of benefit to project implementation through lessons learned.</p> <p>Responsible party(ies): VS, Lund, NASA</p>									
<p>Activity 2: Identify, analyze, and share lessons learned that might be beneficial in the design and implementation of similar future projects. There will be a two-way flow of information between this project and other projects of a similar focus.</p> <p>Responsible party(ies): VS</p>									

l. Financial Statement Audit

PLANNED ACTIVITIES	TIMELINE				PROGRESS STATUS				PROGRESS STATUS JUSTIFICATION
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
<p>Activity 1: Annual Financial reports submitted by the executing Agency will be audited annually by external auditors appointed by the Executing Agency.</p> <p>Responsible party(ies): VS, CI-GEF, External Auditors</p>					NS				This activity is no longer the responsibility of the Executing Agency. The financial statement audit will be conducted by CI auditors, as communicated by the CI-GEF in an email on August 29, 2016. Vital Signs does not control the timeline for the audit, but it is ready to fully comply with the audit.