

OED PROJECT EVALUATION SERIES

**Terminal Evaluation of Disposal of Obsolete
Pesticides including POPs, Promotion of
Alternatives and Strengthening Pesticides
Management in the Caribbean**

FAO Project Symbol: GCP/SLC/204/GFF

GEF ID: 5407

ANNEXES

**FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
OFFICE OF EVALUATION**

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Acronyms and abbreviations

ACP	African, Caribbean and Pacific
BH	Budget holder
CAHFSA	Caribbean Agricultural Health and Food Safety Agency
CARDI	Caribbean Agriculture Research and Development Institute
CARICOM	Caribbean Community
CGPC	Coordinating Group of Pesticides Control Boards of the Caribbean
CO	Country Office
COTED	Council of Trade and Economic Development
EMP	Environmental Management Plan
FAO	Food and Agriculture Organization of the United Nations
FAO-GEF CU	FAO-GEF Coordination Unit
FAO SLC	FAO Sub-regional Office for the Caribbean
FPMIS	Field Project Management Information System
GEBS	Global Environmental Benefits
GEF	Global Environment Facility
HHP	Highly Hazardous Pesticide
HQ	Headquarters (FAO Rome)
IICA	Inter-American Institute for Cooperation in Agriculture
IPM	Integrated Pesticide Management
KAP	Knowledge, Attitude and Practice
LOA	Letter of Agreement
M&E	Monitoring and Evaluation
MEA	Multilateral Environmental Agreement
MTE	Mid-term Evaluation
NPC	National Project Coordinator
OED	FAO Office of Evaluation
OCB	Office of Climate Change, Biodiversity and Environment
OPIM	Operational Partner Implementation Modality
PAN-UK	Pesticides Action Network, United Kingdom
PCBs	Poly-chlorinated Biphenyls
POPs	Persistent Organic Pesticides
PRODOC	Project Document
PSC	Project Steering Committee
PSMS	Pesticide Stock Management System
RO	Regional office
SLC	Sub-regional Office for the Caribbean
SO	FAO Strategic Objective
SRO	Sub-regional office
TOC	Theory of Change
SDG	Sustainable Development Goal
USD	United States Dollars
UWI	University of West Indies

Annex 1. Evaluation Matrix

Criteria	Questions	Sub-questions	Indicators	Methods	Source of information
Relevance (rating required)	Were the project outcomes aligned with the GEF focal areas/operational programme strategies, country priorities and FAO Country Programming Framework?	Are the project outcomes aligned with the GEF Chemicals focal area of the GEF-5 period?	Level of alignment (e.g., low, medium, high) of project outcomes with GEF-5 Chemicals focal area priorities	Desk review, survey and key informant interviews	Country and Regional development plans, strategies or programs; FAO Country Program Framework of the participating countries; FAO regional priorities; GEF-5 strategy; project documentation, including progress reports; survey and interviews.
		Are the project outcomes aligned with current country and regional priorities?	Level of congruence (e.g., low, medium, high) of project outcomes with current country and regional priorities		
		Are the project outcomes aligned with FAO Country Program Framework of the participating countries and with FAO regional priorities?	Level of congruence (e.g., low, medium, high) of project outcomes with FAO Country Program Framework of the participating countries and with FAO regional priorities		
	Was the project design appropriate for delivering the expected outcomes?		Level of alignment (e.g., low, medium, high) between project activities and expected outcomes	Desk review and key informant interviews; Project Theory of Change;	
	Has there been any change in the relevance of the project since its design, such as new national policies, plans or programmes that affect the relevance of the project objectives and goals?	Have there been any new regional/national policies, plans or programs related to pesticide management, plant health or agriculture?	Number of new regional/national policies, plans or programs related to pesticide management, plant health or agriculture	Desk review and key informant interviews	
		If yes, how have these new regional/national policies, plans or programs affected (favorably or unfavorably) the project relevance?	Magnitude of the effect (e.g., low, medium, high and negative or positive) of new regional/national policies, plans or programs on project relevance		

Criteria	Questions	Sub-questions	Indicators	Methods	Source of information
Effectiveness (rating required)	To what extent have project objectives been achieved, and were there any unintended results?	To what extent have project objectives been achieved?	Level of achievement of project objectives (e.g., low, medium, high)	Desk review, key informant interviews and regional survey of institutional engagement and capacity development	Project documentation, including progress reports, GEF tracking tools and final products; interviews and survey.
		Has there been any unexpected results (positive or negative)?	Number of unexpected results (positive or negative) Magnitude of the effect of unexpected results (positive or negative)		
	To what extent did the project actual outcome commensurate with the expected outcomes?	What is the level of achievement and quality of the project outputs and outcomes?	Percentage of achievement of outputs Percentage of achievement of outcomes Level of quality of outputs and outcomes		
		Are the project outcomes contributing to achieve national and/or regional goals?	Number of outcomes that are contributing to achieve national and/or regional goals		
	To what extent can the attainment of results be attributed to the GEF-funded component?	What activities have been funded by the GEF-funded component?	Level of contribution of outputs (e.g., low, medium, high) funded by GEF to the project results; level of plausibility of Theory of change;		
		What are the outputs of these activities?			
		How have these outputs contributed to the project results?			
Efficiency (rating required)	(implementation) To what extent did FAO deliver on project identification, concept preparation, appraisal, preparation, approval and start-up, oversight and supervision? How well risks were identified and managed?	To what extent did FAO deliver on project identification, concept preparation, appraisal, preparation, approval and start-up, oversight and supervision?	Perception of project partners and beneficiaries on FAO performance (e.g., satisfactory, moderately satisfactory, moderately unsatisfactory or unsatisfactory)	Desk review and key informant interviews	Project documentation, including financial and co-financing reports, progress reports, GEF tracking tools, minutes of the meetings of the

Criteria	Questions	Sub-questions	Indicators	Methods	Source of information
			Level of FAO performance based on project results and impact as assessed by the evaluation team (e.g., satisfactory, moderately satisfactory, moderately unsatisfactory or unsatisfactory)		Steering Committee and other bodies, interviews and survey
		How well risks were identified during the project design?	Level of performance (e.g., low, medium, high) of FAO and the Steering Committee to identify and manage risks		
		How well risks were managed during project implementation?			
		How well new risks were identified during project implementation?			
	(execution) To what extent did the executing agency effectively discharge its role and responsibilities related to the management and administration of the project?	To what extent has the Coordinating Group of Pesticide Control Boards of the Caribbean (CGPC) discharged effectively its role and responsibilities as the executing partner?	Perception of project partners and beneficiaries on the performance of the CGPC (e.g., satisfactory, moderately satisfactory, moderately unsatisfactory or unsatisfactory) Level of CGPC performance based on the findings of the evaluation team (e.g., satisfactory, moderately satisfactory, moderately unsatisfactory or unsatisfactory)		
	To what extent has the project been implemented efficiently, cost-effectively, and management been able to adapt	Have the results been obtained in a timely manner?	Number of project activities carried out according to project schedule		
		Is the budget executed congruent with the results obtained?	Level of congruence (e.g., high, medium or low) of the		

Criteria	Questions	Sub-questions	Indicators	Methods	Source of information
	to any changing conditions to improve the efficiency of project implementation?		activities carried out with the budget executed		
		Has the project been implemented in a cost-effective manner?	Level of congruence (e.g., high, medium or low) of project cost with the results obtained		
		To what extent has the project been able to adapt to any changing conditions to improve the efficiency of project implementation?	Number of adaptive measures implemented in response to changes not foreseen in the project		
Sustainability (rating required)	What is the likelihood that the project results will continue to be useful or will remain even after the end of the project?	What is the likelihood of social sustainability of the project results?	Level of ownership of the project achievements by the beneficiaries	Desk review, key informant interviews and regional survey of institutional engagement and capacity development, among others. If required, country case studies	Interviews, survey and project documentation, including progress reports, training materials and final products.
		What is the likelihood of environmental sustainability of the project results?	Capacities developed for the sound management of pesticides in the region (e.g., high, medium, low) Number of effective and available alternatives to Highly Hazardous Pesticides in the region		
		What is the likelihood of financial sustainability of the project results?	Number/type and robustness of financial mechanisms that could support the continuity of project activities after project completion		
		What is the likelihood of institutional sustainability of the project results?	Level of reinforcement (e.g., high, medium, low) of the regulatory framework Number of countries that have adopted the model pesticide legislation		

Criteria	Questions	Sub-questions	Indicators	Methods	Source of information
			<p>Number of countries that are participating in the regional pesticide registration mechanism</p> <p>Number of countries that have adopted the common system for inspection and control of imported pesticides</p>		
	What are the key risks which may affect the sustainability of the project benefits?		<p>Number of risks that may affect the sustainability of the project benefits</p> <p>Magnitude of risks (e.g., high, medium, low) that may affect the sustainability of the project benefits</p>		
Factors affecting performance (rating required)	Monitoring and Evaluation (M&E design) Was the M&E plan practical and sufficient?		Level of practicality and adequacy (e.g., high, medium, low) of the M&E plan	Desk review and key informant interviews	M&E system, project documentation, including GEF tracking tools, Back to Office Reports, Mid-Term Evaluation Report, progress reports and minutes of the meetings of the Steering
	Monitoring and Evaluation (M&E implementation) Did the M&E system operate as per the M&E plan? Was information gathered in a systematic manner,	Is there a M&E system in place? Does M&E contain tracking tools?	M&E system in place and operational		

Criteria	Questions	Sub-questions	Indicators	Methods	Source of information
	using appropriate methodologies?	If yes, is the M&E system operating according to the M&E plan?			Committee and other bodies; survey and interviews.
		Has Information been gathered in a systematic manner, using appropriate methodologies?	Number of methodologies or mechanisms applied to systematically gather information		
	Was the information from the M&E system appropriately used to make timely decisions and foster learning during project implementation?	If there is a M&E system, has its information been appropriately used to make timely decisions and foster learning during project implementation?	Level of use (e.g., high, medium, low) of the M&E system to make timely decisions and foster learning during project implementation		
	Stakeholder engagement Were other actors, such as civil society, indigenous population or private sector involved in project design or implementation, and what was the effect on the project results?	Were all the relevant stakeholders identified during the project design? If not, what were the reasons.	Number and type of stakeholders identified during project design and participating in the project	Survey of institutional engagement and capacity development, among others; key informant interviews and desk review	
		What mechanisms have been implemented to involve relevant actors? Have these mechanisms been effective?	Number and type of mechanisms implemented to involve relevant actors Level of effectiveness of the mechanisms		
		Have there been new actors participating in the project?	Number and type of new actors participating in the project		

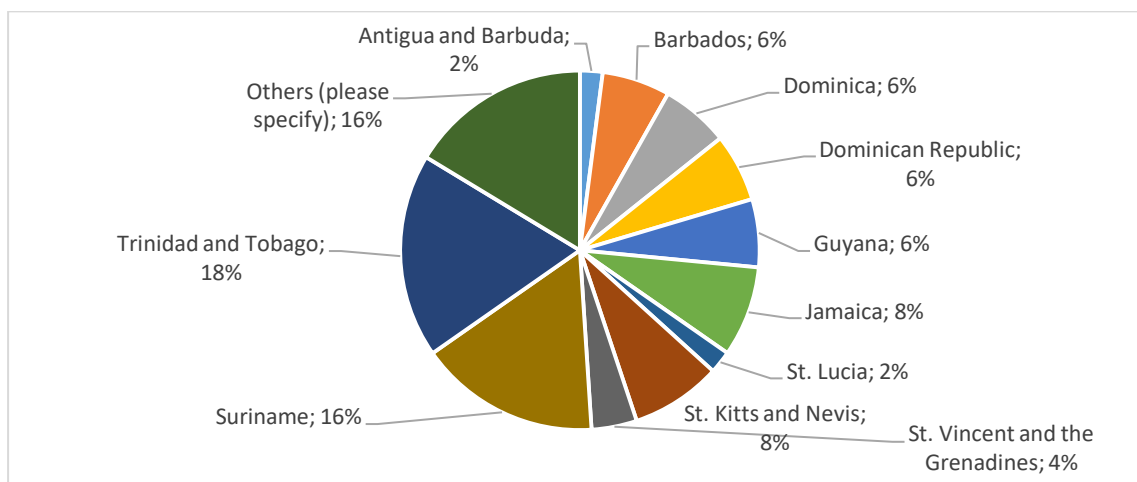
Criteria	Questions	Sub-questions	Indicators	Methods	Source of information
		What effect has the participation of these actors had on the project results?	Effect of the participation of the actors on project results		
Environmental and social safeguards	To what extent were environmental and social concerns taken into consideration in the design and implementation of the project?	Has the project risk category changed during project implementation?	Number of mitigation measures included in the environmental and social management plan implemented	Desk review and key informant interviews	Project documentation, including progress reports and the environmental and social management plan, and interviews.
		Has there been any negative impact generated by the project?			
		To what extent have the mitigation measures included in the environmental and social management plan been implemented?			
Gender	To what extent were gender considerations taken into account in designing and implementing the project? Was the project implemented in a manner that ensures gender equitable participation and benefits?	After the Mid-Term Evaluation, has a gender mainstreaming strategy implemented?	Gender mainstreaming strategy in place	Desk review, key informant interviews and survey of institutional engagement and capacity development, among others	Interviews, survey and project documentation.
		If yes, what activities were carried out to mainstream the gender perspective into the project?	Number and type of activities carried out to integrate the gender perspective into the project		
		Has the project ensured gender equitable participation and benefits?	Number and type of benefits received by men and women		
Co-financing	To what extent did the expected co-financing materialize, and how short fall in co-financing, or materialization of greater than expected co-financing affected project results?	How have the challenges encountered in estimating co-financing been overcome?	Percentage of co-financing materialized	Desk review and key informant interviews	Project documentation, including co-financing reports, progress reports, GEF tracking tools, minutes of the meetings of the Steering Committee
		What percentage of the committed co-financing has materialized?			
		What effect has the percentage of materialized co-financing had on project results?	Magnitude of the effect of the co-financing materialized on project results		

Criteria	Questions	Sub-questions	Indicators	Methods	Source of information
					and other bodies, and interviews.
Progress to Impact	To what extent may the progress towards long-term impact be attributed to the project?	To what extent have the conditions or outputs and outcomes set out in the project's Theory of Change been met?	Probability of reaching the expected impact due to the results obtained in the project	Desk review, key informant interviews and survey of institutional engagement and capacity development, among others. If required, country case studies	Project documentation, including GEF tracking tools and final products; survey and interviews.
		To what extent this achievement lead to the expected long-term impacts of the project?			
	Was there any evidence of environmental stress reduction and environmental status change, or any change in policy/legal/regulatory framework?		Quantity of obsolete pesticides eliminated in the region Percentage of remediation of pesticide contaminated sites selected by the project		
	Are there any barriers or other risks that may prevent future progress towards long-term impact?		Number and type of potential risks or barriers that may prevent future progress towards long-term impact		
Knowledge management	How is the project assessing, documenting and sharing its results, lessons learned and experiences?	What information/knowledge has the project generated?	List and description of the information/knowledge generated by the project	Desk review, key informant interviews and survey of institutional engagement and capacity development, among others	Survey, interviews and project documentation, including publications, web platforms and reports of information exchange.
		How has the project documented the information/knowledge generated?	Number of technical documents, manuals and methodologies published by the project		
		How has the project disseminated and shared this information/knowledge and all the results, lessons learned and experiences gained?			

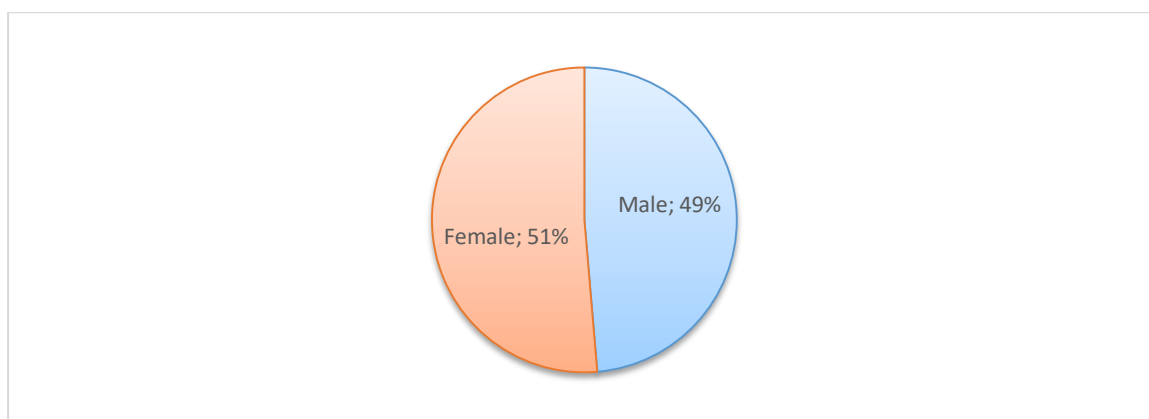
Criteria	Questions	Sub-questions	Indicators	Methods	Source of information
	To what extent are communication products and activities likely to support the sustainability and scaling-up of project results?	<p>To what extent have the communication products and activities contributed to develop capacities among actors participating in the project?</p> <p>To what extent will the developed capacities support the sustainability and scaling-up of project results?</p>	Capacities developed that support the sustainability and scaling-up of project results		

Annex 2. Key Survey Results (n=49)

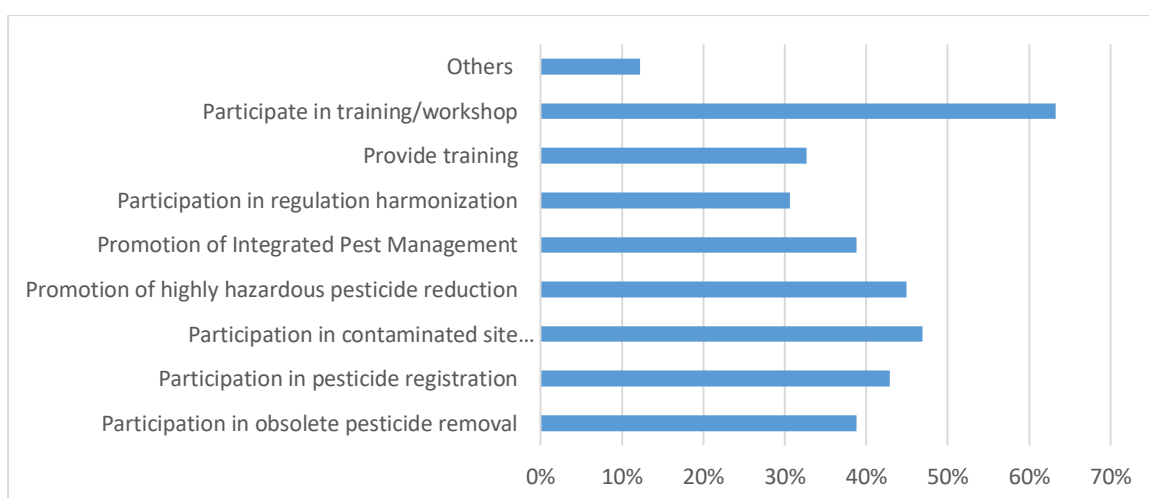
1. Respondent's place of work/living



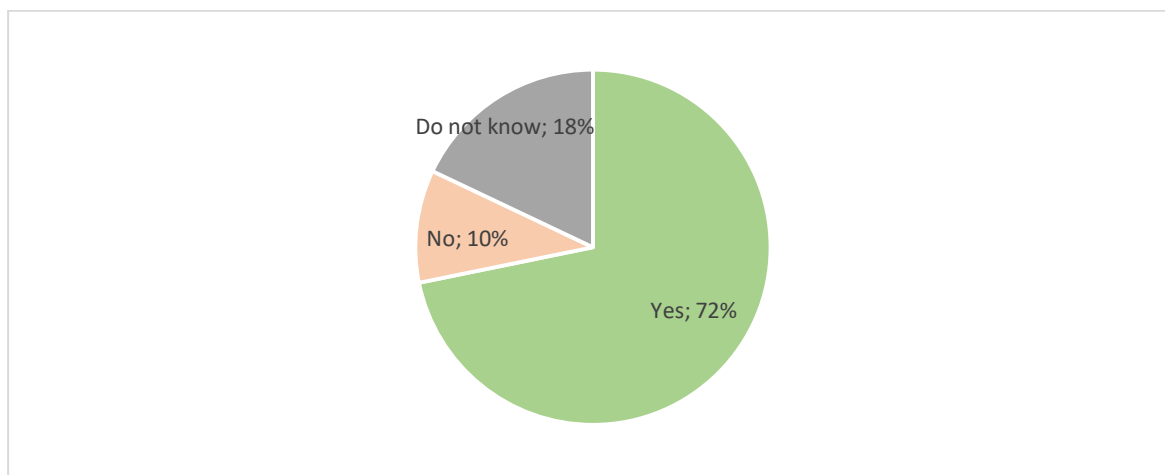
2. Gender of the Respondent



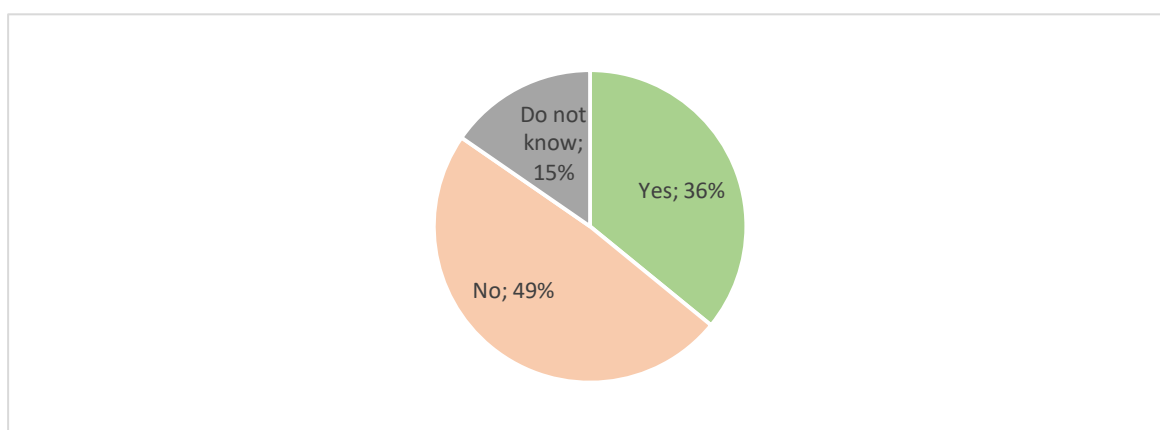
3. Involvement of Respondents in Project activities



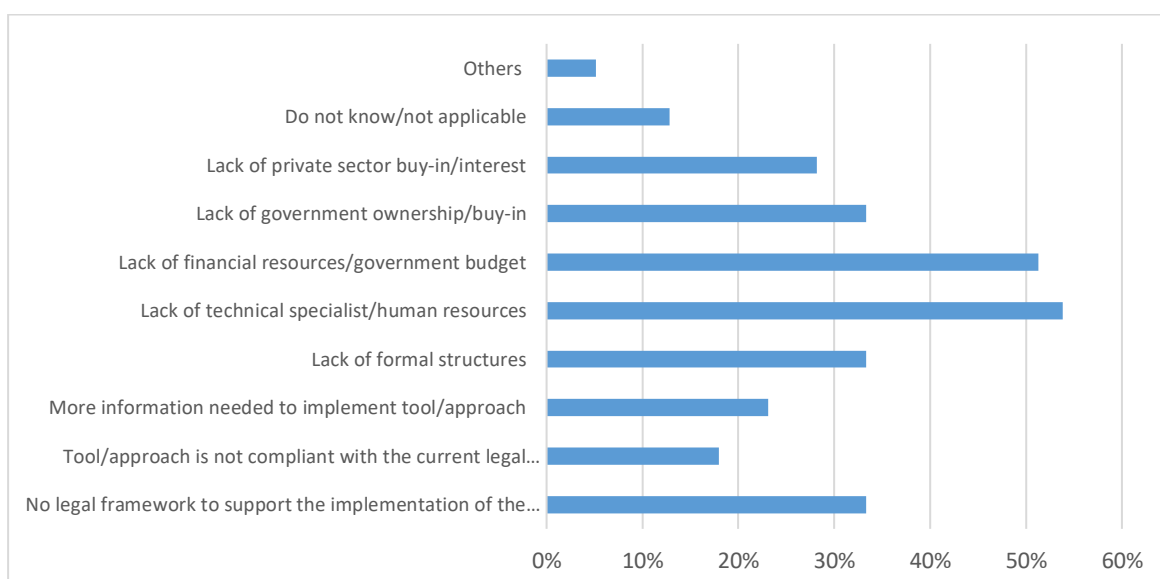
4. Were all relevant stakeholders involved in the project?



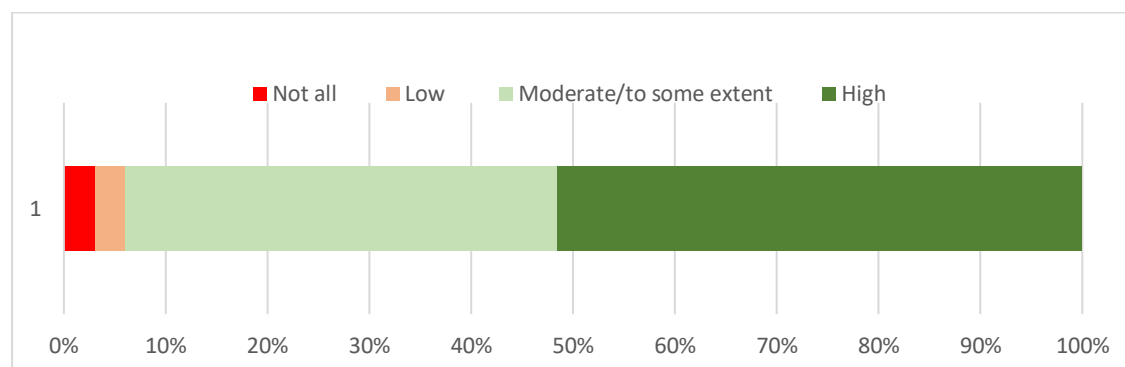
5. Has the communication and visibility been adequate?



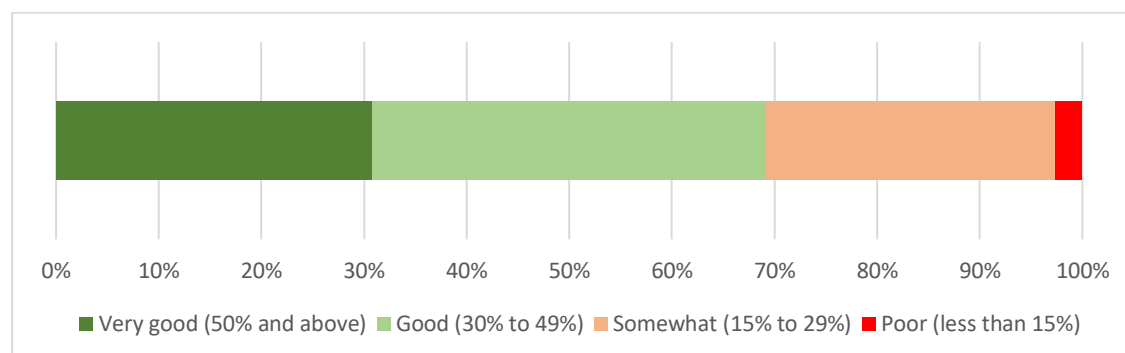
6. What are the challenges in your organization/institution to adopt the techniques/tools/approaches??



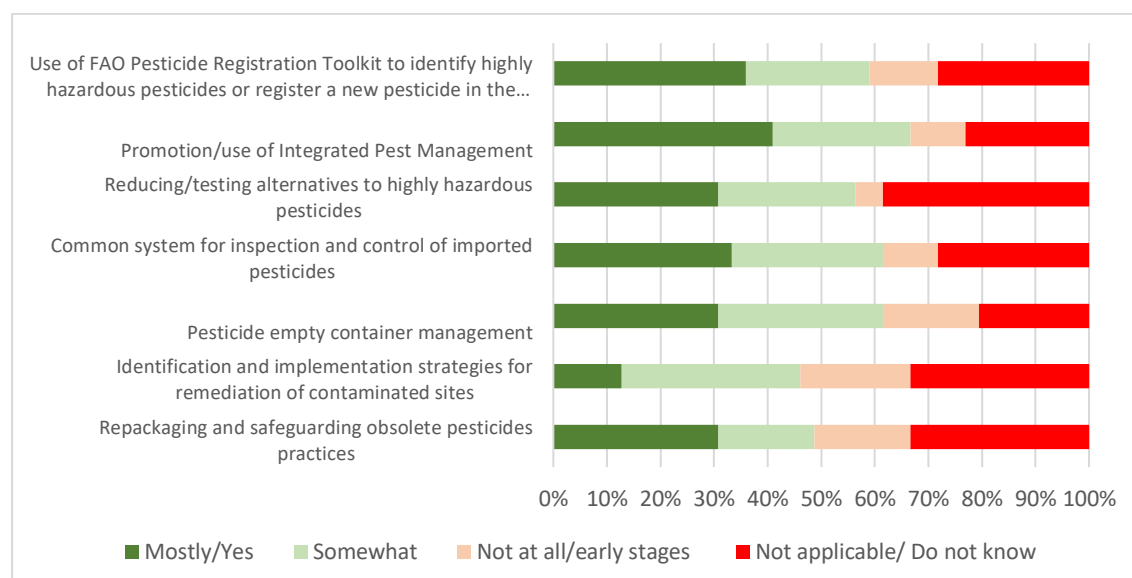
7. To what extent has the project contributed/contributing to environmental sustainability?



8. How representative were women in the activities/training that you attended?



9. To what extent have the following approaches/tools from the project been adopted/institutionalized in your organization/institution? 18



10. Overall, how satisfied are you with the project and its activities?

