

**Validated Terminal Review of the UNEP-GEF Project
'Georgia's Integrated Transparency Framework for
Implementation of the Paris Agreement'**

GEF ID 10028

2019 – 2023



UNEP Climate Change Division

Validation date: May 2024



This report has been prepared by an external consultant as part of a Terminal Review, which is a management-led process to assess performance at the project's operational completion. The UNEP Evaluation Office provides templates and tools to support the review process and provides a formal assessment of the quality of the Review report, which is provided within this report's annexed material. In addition, the Evaluation Office formally validates the report by ensuring that the performance judgments made are consistent with evidence presented in the Review report and in-line with the performance standards set out for independent evaluations. As such the project performance ratings presented in the Review report may be adjusted by the Evaluation Office. The findings and conclusions expressed herein do not necessarily reflect the views of Member States or the UN Environment Programme Senior Management.

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Georgia's Integrated Transparency Framework for Implementation of the Paris Agreement

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ACKNOWLEDGEMENTS

This Terminal Review was prepared for UNEP Climate Change Division by Justin Goodwin (the 'Reviewer').

The Reviewer would like to express his gratitude to all persons met and who contributed to this review, as listed in Annex II.

The Reviewer would like to thank the project team and in particular Mr Kakha Mdivani and Ms Sopo Gelashvili of RECC for their contribution and collaboration throughout the review process.

The Reviewer hopes that the findings, conclusions and recommendations will contribute to the successful finalisation of the current project, formulation of a next phase and to the continuous improvement of similar projects in other countries and regions.

BRIEF EXTERNAL CONSULTANT(S) BIOGRAPHY

Justin Goodwin has 25 years of practical development and continuous review and improvement of MRV and transparency systems. This includes GHG and air pollutant inventories, projections and mitigation action statistics and data analysis. Justin has worked for over 17 years with parties under the UNFCCC on climate change MRV and/or climate policy and strategy. Through his activities as a Lead Reviewer Justin has become a highly active, innovative, well known and respected member of the UNFCCC's Lead Reviewer community. For the EU and through his work with the European Environment Agency (EEA), Justin has played leading roles in a number of capacity building projects for the EU Member States compliance with the GHG projections and policies and measures reporting. Justin also developed tools for emissions estimate gap-filling and inventory review processes used by the EEA and the Centre for Emissions Inventories and Projections as well as developed systems and tools for the gathering, analysis and reporting of Policies and Measures (climate and air pollution action), NDC tracking, and Paris Agreement enhanced transparency framework reporting.

ABOUT THE REVIEW

Joint Review: No

Report Language(s): English

Review Type: Terminal Review

Brief Description: This report is a management-led Terminal Review of a UNEP/GEF project implemented between 2019 and 2023. The project's overall development goal was to help strengthen Georgia's capacity to meet the enhanced transparency framework requirements under the Paris Agreement. The review sought to assess project performance (in terms of relevance, effectiveness and efficiency), and determine outcomes and impacts (actual and potential) stemming from the project, including their sustainability. The review has two primary purposes: (i) to provide evidence of results to meet accountability requirements, and (ii) to promote learning, feedback, and knowledge sharing through results and lessons learned among UNEP, the GEF and the relevant agencies of the project participating countries.

Key words: Climate change, MRV, transparency, Capacity Development, Georgia, Climate Reporting, CBIT, GHG Inventory, NDC Tracking.

Primary data collection period: 15th December 2023 – 2nd February 2024

Field mission dates: 15th – 18th January 2024

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LIST OF ACRONYMS

BUR	Biennial Update Report
CBIT	Capacity-building Initiative for Transparency
CCD	Climate Change Division
CTA	Chief Technical Advisor
EA	Executing Agency
EA	Expected Accomplishment
EOU	Evaluation Office of UNEP
ETF	Enhanced Transparency Framework
EWG	Expert Working Group
FNC	Fourth National Communication
GE	Green Economy
GEF	Global Environment Facility
GHG	Greenhouse Gases
HFC	Hydrofluorocarbons
IA	Implementing Agency
INDC	Intended Nationally Determined Contribution
LEDS	Low Emission Development Strategy
M&E	Monitoring and Evaluation
MDCP	Municipal Development Coordination Platform
MEPA	Ministry of Environmental Protection and Agriculture
MESD	Ministry of Economy and Sustainable Development
MoF	Ministry of Finance
MoU	Memorandum of Understanding
MRDI	Ministry of Regional Development and Infrastructure
MRV	Monitoring, Reporting and Verification

NCCC	National Climate Change Council
NDC	Nationally Determined Contribution
NEEAP	National Energy Efficiency Action Plan
NGO	Non-Governmental Organisation
PFC	Perfluorocarbons
PIF	Project Identification Form
PIR	Project Implementation Report
PMU	Project Management Unit
PoW	Programme of Work
PRC	Project Review Committee (internal UNEP committee that approves new projects)
ProDoc	Project Document (must be reviewed by PRC before any project can be undertaken, with the approval of the managing division director)
PSC	Project Steering Committee
QA/QC	Quality Assurance and Quality Control
RECC	Regional Environmental Centre for the Caucasus
SC	Sustainable Consumption
SD	Sustainable Development
SDG	Sustainable Development Goals
SECAPs	Sustainable Energy and Climate Action Plans
ToC	Theory of Change
ToR	Terms of Reference
TR	Terminal Review
UNDP	United Nations Development Programme
UNEP	United Nations Environment Programme
UNFCCC	United Nations Framework Convention on Climate Change

PROJECT IDENTIFICATION TABLE

Table 1 Project Identification Table

UNEP SMA ¹ ID:	38701		
DONOR (GEF/GCF etc) ID:	10028		
Executing Agency:	Regional Environmental Centre for the Caucasus (RECC)		
Relevant SDG(s) and targets:	<p>Goal 13. Take urgent action to combat climate change and its impacts[b]</p> <ul style="list-style-type: none"> •Target 13.1: Strengthen resilience and adaptive capacity to climate-related hazards and natural disasters in all countries •Target 13.2: Integrate climate change measures into national policies, strategies and planning. •Target 13.3: Improve education, awareness-raising and human and institutional capacity on climate change mitigation, adaptation, impact reduction and early warning. •Target 13.b: Promote mechanisms for raising capacity for effective climate change-related planning and management in least developed countries and small island developing States, including focusing on women, youth and local and marginalized communities. <p>Goal 5. Achieve gender equality and empower all women and girls.</p> <ul style="list-style-type: none"> •Target 5.1: End all forms of discrimination against all women and girls everywhere. 		
Sub-programme:	Climate action	Expected Outcome(s):	Countries increasingly transition to low-emission economic development pathways and enhance their adaptation and resilience to climate change
UNEP approval date:	11 September 2019	Programme of Work Output(s):	Outcome 1C State and non-State actors adopt the enhanced transparency framework arrangements under the Paris Agreement.
Expected start date:	11 September 2019	Actual start date:	11 September 2019

¹ Acronym for ID assigned by the Integrated Planning, Monitoring and Reporting (IPMR) system.

<i>Planned completion date:</i>	Planned - original PCA: 31 March 2023	Actual operational completion date:	30 September 2023	
<i>Planned project budget at approval:</i>	1,000,000 USD	Actual total expenditures reported as of 30 September 2023:	935,869 USD	
<i>Planned Environment Fund allocation:</i>	N/A	Actual Environment Fund expenditures reported as of [date]:	N/A	
<i>Planned Extra-Budgetary Financing:</i>	N/A	Secured Extra-Budgetary Financing:	N/A	
		Actual Extra-Budgetary Financing expenditures reported as of [date]:	N/A	
First disbursement:	17 October 2019	Planned date of financial closure:	30 September 2024	
No. of formal project revisions:	3	Date of last approved project revision:	31 August 2023	
No. of Steering Committee meetings:	8	Date of last/next Steering Committee meeting:	Last: 1 June 2023	Next: N/A
Mid-term Review/ Evaluation (<i>planned date</i>):	N/A	Mid-term Review/ Evaluation (<i>actual date</i>):	N/A	
Terminal Review (<i>planned date</i>):	31 March 2024	Terminal Review (<i>actual date</i>):	30 April 2024	
Coverage - Country(ies):	Georgia	Coverage - Region(s):	Europe and Central Asia	
Dates of previous project phases:	N/A	Status of future project phases:	Interest expressed by country for a CBIT phase 2	

EXECUTIVE SUMMARY

Project background

1. The CBIT project's objective was to help strengthen Georgia's capacity to meet the enhanced transparency framework requirements of the Paris Agreement. It was comprised of three components, corresponding to the three following outcomes:
 - **Outcome 1:** Georgia uses the Municipal Development Coordination Platform (MDCP) as part of its enhanced transparency framework (ETF).
 - **Outcome 2:** Georgia uses an improved National GHG inventory system, with a data management system on agriculture, waste, hydrofluorocarbons (HFCs) and perfluorocarbons (PFCs).
 - **Outcome 3:** The achievement of Nationally Determined Contributions (NDC) goals is tracked; and implementation of mitigation measures are assessed and appropriately reported, including a data management system on transferred technologies.
2. The project duration was initially planned to run from 11 September 2019 until 31 March 2023, however delays arising from the COVID-19 pandemic meant a 6-month extension was granted. The project therefore ran until 30 September 2023.

This Review

3. The Terminal Review (TR) was undertaken at operational completion of the project to assess project performance and determine outcomes and impacts stemming from the project, including their sustainability. It had two primary purposes: (i) to provide evidence of results to meet accountability requirements, and (ii) to promote operational improvement, learning and knowledge sharing through results and lessons learned among UNEP, the GEF and the project partners.
4. The TR has been carried out using the following criteria: (1) Strategic Relevance, (2) Quality of Project Design, (3) Nature of External Context, (4) Effectiveness (incl. availability of outputs; achievement of outcomes and likelihood of impact), (5) Financial Management, (6) Efficiency, (7) Monitoring and Reporting, (8) Sustainability and (9) Factors Affecting Project Performance and Cross-Cutting Issues.
5. In addition, the TR addresses the following strategic questions, posed by the UNEP Evaluation Office in conjunction with members of the Project Team:
 - Q1: Do the State and non-State actors participating in the project report to the enhanced transparency framework arrangements under the Paris Agreement?
 - Q2: Did the project contribute to strengthening / improving transparency mechanisms of national institutions for domestic and UN conventions reporting?
 - Q3: Did the State and non-State actors participating in the project use the new tools and the capacities developed by the project (Municipal Development Coordination Platform (MDCP), improved National GHG inventory system and NDC tracking system)?
6. In addition, the TR reviewed 5 topics of interest to the GEF: i) performance against GEF's Core Indicator Targets; ii) engagement of stakeholders; iii) gender-responsive measures and gender result areas; iv) implementation of management measures taken against the Safeguards Plan and v) challenges and outcomes regarding the

project's completed Knowledge Management Approach. The response to these are provided in **Annex XI**.

7. The following tools and sources of information have been used to collect data:

- **Desk review of project documents and reports** – including the Project Document (ProDoc) submitted to GEF, progress monitoring reports, financial reports and deliverables;
- **Stakeholder Survey** – providing initial qualitative feedback ahead of the interviews and group discussions; and
- **Individual interviews and focus group discussions** – held in-person in Tbilisi, Georgia. This built upon the initial results of the survey and to gather additional detail. Those unable to attend were contacted via online meetings to gather their feedback.

Key findings

8. The project successfully delivered on its intended outcomes and has effectively improved Georgia's capacity to meet the requirements of the ETF under the Paris Agreement. The project was fully aligned to the priorities of GEF, UNEP and the Georgian government.
9. The project was well designed, and well executed. It responded to the changing external context, in this case the COVID-19 pandemic, and while this presented challenges for field work and data gathering, the project team saw it as an opportunity to pivot to online delivery of capacity building sessions which helped reach a wide audience of stakeholders. This training has been recorded and can be reviewed by stakeholders as needed.
10. The project was proactive and gender responsive. The project team successfully engaged women throughout its activities, as is well recorded within the capacity building reports.
11. Component 1 focussed on bringing municipalities together to build capacities on the development of Sustainable Energy and Climate Action Plans (SECAPs). The adoption of SECAPs into councils is an ongoing process and the project has left room for scaling up these operations into other municipalities.
12. Component 2 successfully developed the skills and expertise in the GHG inventory team as well as the improvement to some data flows for industrial and agriculture sectors. The project saw good new collaborations with NGOs and created a model for integrating specialist organisations into the GHG inventory compilation activities. The Ministry of Environmental Protection and Agriculture of Georgia (MEPA) is the beneficiary of several outputs of the project which will help in domestic reporting.
13. Component 3 saw successes in the development of the NDC training methodologies and NDC tracking platform. The information on collection of the NDC tracking data through the Climate Change Online Data Management System can be seen in several publicly available reports by MEPA. Five line ministries are reporting to the ETF under the Paris Agreement through the Climate Change Online Data Management System developed by this project. With regards to UN reporting, the modalities and procedures for QA/QC of the GHG Inventory will be piloted under Georgia's the first BTR, and the GHG inventory improvements will be supporting the development of the first BTR. Further developments are required to improve the functionality of the NDC tracking system to enable it to make calculations and to estimate specific action impacts.

14. Overall, the tools and methodologies developed by this CBIT project are being used and implemented by State actors. 23 municipalities are using the tools developed by the project to adopt SECAPs. New methodologies and management systems for the GHG Inventory and NDC tracking system have been submitted to MEPA. Non-State actors, in this case technicians in the private sector, have been trained on improved methodologies for the GHG inventory.
15. The engagement and involvement of the project team in managing and coordinating the project was highly valuable. The project team successfully engaged stakeholders throughout the project, were efficient project managers, and delivered the outputs to a high standard. RECC provided significant technical expertise to the country and to the region and its engagement in the project with the various national stakeholders provide a strong opportunity to build sustainable network and hub for expertise around climate and the Paris agreement.
16. The key questions that remain are regarding sustainability and next steps for the project. Through this review, issues around financial sustainability in particular, but also around maintaining stakeholder interest and buy-in to the long-term benefits of the project, has presented opportunities for the next stages (CBIT II) and form the basis of the recommendations that follow.
17. The project also successfully answered the three Strategic Questions, provided below:

Strategic Question 1: Do the State and non-State actors participating in the project report to the enhanced transparency framework arrangements under the Paris Agreement? Yes. As noted above, five line ministries are reporting to the ETF through the Climate Change Online Data Management System developed by this project.

Strategic Question 2: Did the project contribute to strengthening / improving transparency mechanisms of national institutions for domestic and UN conventions reporting? Yes. MEPA is the beneficiary of several outputs of the project which will help in domestic reporting. The information on collection of the NDC tracking data through the Climate Change Online Data Management System can be seen in Annual Reports of Georgia's 2030 Climate Change Strategy and 2021-2023 Action Plan for the years 2021 and 2022 (<https://mepa.gov.ge/Ge/Reports>). With regards to UN reporting, the modalities and procedures for QA/QC of the GHG Inventory will be piloted under Georgia's the first BTR , and the GHG inventory improvements will be supporting the development of the first BTR.

Strategic Question 3: Did the State and non-State actors participating in the project use the new tools and the capacities developed by the project (Municipal Development Coordination Platform (MDCP), improved National GHG inventory system and NDC tracking system)? Yes. As demonstrated above, 23 municipalities are using the tools developed by the project to adopt SECAPs. New methodologies and management systems for the GHG Inventory and NDC tracking system have been submitted to MEPA. Non-State actors, in this case technicians in the private sector, have been trained on improved methodologies for the GHG inventory.

Conclusions

18. Based on the findings from this review, the project demonstrates performance at the **'Highly Satisfactory'** level. Findings per UNEP criteria are provided in **Table 4** below. The project has demonstrated strong performance across most areas, in particular its strategic relevance, achieving high quality project outcomes, excellent monitoring and evaluation and financial management, strong project management and efficiency, and effective stakeholder engagement, including high levels of participation from women.

19. Areas that would benefit from further attention are regarding the sustainability of outputs. The recommendations below are focused around building on the success of this project to further embed the outputs within the governance and legal frameworks of Georgia, and maintain stakeholder interest and buy-in. These recommendations provide a strong foundation to develop a potential successor (CBIT II) project.

Lessons Learned

20. Lesson 1: Sustainability of outcomes and benefits beyond closure is a significant challenge for capacity building projects in governmental institutions.
21. Lesson 2: CBIT projects have the opportunity to bring together the various transparency and climate change initiatives being implemented in a country at any one time.
22. Lesson 3: Hybrid of virtual and in person activities can maximise efficiency and broaden a project's reach to different stakeholders.
23. Lesson 4: Gender responsiveness, such as pro-actively engaging with individual women to take up positions of leadership, is effective in strong participation of women and leads to positive gender outcomes.
24. Lesson 5: Establishing sustainable national and sub-national transparency electronic data systems supporting action is scalable and replicable.
25. Lesson 6: Further refinement and embedding of systems and solutions are needed over time and over active cycles of information updates (e.g. GHG inventory).

Recommendations

26. Recommendation 1: Continued support for municipalities with SECAP updates and improvements through enhanced guidance and tools. This may include supporting the development of municipal level transparency systems and building institutional arrangements (e.g. governance and legal frameworks for data provision, data collection methods, tools for statistical analysis etc.).
27. Recommendation 2: Establish and strengthen the expertise and technical teams gathering and preparing data for various reports at national and sub-national level, including experts in UNFCCC review processes, through a programme of training. This programme should be gender responsive.
28. Recommendation 3: Develop a living, all stakeholder transparency improvement plan to further elaborate and embed the management and coordination tools of the national transparency system. This would include enhancing the climate change online data management system, development of a central management coordination system, further developments of the national inventory database, report and document, integration of MRV of the land use change and forestry sector and integrating adaptation measures into the NDC tracking system.

Validation

The report has been subject to an independent validation exercise performed by UNEP's Evaluation Office. The performance ratings for the CBIT Georgia project, set out in the Conclusions and Recommendations section for the criteria of Effectiveness (correction of the criterion's overall weighted rating), Efficiency, Likelihood of Impact, Monitoring Design and Budget and under Factors Affecting Performance, Responsiveness to Human Rights and Gender Equality been adjusted as a result. The overall project performance is validated at the '**Highly Satisfactory**' level. Moreover, the Evaluation Office has found the overall quality of the report to be '**Moderately Satisfactory**' (see Annex X).

I. INTRODUCTION

A. Institutional context

29. The project was funded under the 6th Global Environment Facility (GEF) replenishment cycle. It was a medium-sized project under GEF's Capacity-Building Initiative for Transparency (CBIT) trust fund. The project falls within GEF's Climate Change Focal Area.
30. The relevant UNEP MTS sub-programme is Climate Action, with Outcome 3 "State and non-state actors adopt the enhanced transparency framework arrangements under the Paris Agreement". The relevant PoW indicator for this project is ii. Number of national, subnational and private sector actors reporting under the enhanced transparency arrangements of the Paris Agreement with UNEP support.
31. The Implementing Agency was the United Nations Environment Programme (UNEP), specifically the Energy and Climate Branch, GEF Climate Change Mitigation Unit². The Executing Agency (EA) was the Regional Environmental Centre for the Caucasus (RECC), and in charge of the day-to-day execution of project activities.
32. The GEF CEO approved the project on 26 July 2019 and was approved by UNEP on 11 September 2019. The planned project was 1,000,000 USD with an expected co-financing contribution of 452,340 USD.
33. The project duration was initially planned to run from 11 September 2019 until 31 March 2023, however delays arising from the COVID-19 pandemic meant a 6-month extension was granted. The project therefore ran until 30 September 2023.

B. Purpose of the terminal review

34. In line with the UNEP Evaluation Policy³ and the UNEP Programme Manual⁴, the Terminal Review (TR) is undertaken at operational completion of the project to assess project performance (in terms of relevance, effectiveness and efficiency), and determine outcomes and impacts (actual and potential) stemming from the project, including their sustainability. The TR has two primary purposes: (i) to provide evidence of results to meet accountability requirements, and (ii) to promote operational improvement, learning and knowledge sharing through results and lessons learned among UNEP and project partners.
35. The TR involved beneficiary actors, as well as those responsible for the execution and implementation of the project indicated in the project document. The exercise addresses the following review criteria: (a) Strategic Relevance; (b) Quality of Project Design; (c) Nature of External Context; (d) Effectiveness; (e) Financial Management; (f) Efficiency; (g) Monitoring and Reporting; (h) Sustainability; and (i) Factors Affecting Project Performance and Cross-Cutting Issues.
36. This TR is the first review undertaken for the project. No Mid-Term Review was conducted during project implementation.

² The GEF Climate Mitigation Unit has been moved to the Mitigation Branch, Climate Change Division since first February 2024.

³ <https://www.unenvironment.org/about-un-environment/evaluation-office/policies-and-strategies>

⁴ <https://wecollaborate.unep.org/>

C. Key intended audience for the review findings

37. The main intended users of the TR are the Secretariat of the GEF as the funding partner, as well as the Implementing Agency (UNEP), the Executing Agency (RECC), and the project partners.

II. REVIEW METHODS

A. UNEP's Review Model/ Approach

Definitions of Review Criteria

38. In line with the UNEP Evaluation Policy, the UNEP Programme Manual and the Guidelines for GEF Agencies in Conducting Terminal Evaluations, this TR has been carried out using a set of 9 commonly applied review criteria which include: (1) Strategic Relevance, (2) Quality of Project Design, (3) Nature of External Context, (4) Effectiveness (incl. availability of outputs; achievement of outcomes and likelihood of impact), (5) Financial Management, (6) Efficiency, (7) Monitoring and Reporting, (8) Sustainability and (9) Factors Affecting Project Performance and Cross-Cutting Issues (see Annex III: Review Framework/Matrix for more details on each review criterion).
39. Most review criteria are rated on a six-point scale as follows: Highly Satisfactory (HS); Satisfactory (S); Moderately Satisfactory (MS); Moderately Unsatisfactory (MU); Unsatisfactory (U); Highly Unsatisfactory (HU). Sustainability and Likelihood of Impact are rated from Highly Likely (HL) down to Highly Unlikely (HU) and Nature of External Context is rated from Highly Favourable (HF) to Highly Unfavourable (HU). The ratings against each criterion are 'weighted' to derive the Overall Project Performance Rating. The greatest weight is placed on the achievement of outcomes, followed by dimensions of sustainability.

Matrix of Ratings Levels for Each Criterion

40. The UNEP Evaluation Office has developed detailed descriptions of the main elements required to be demonstrated at each level (i.e. Highly Satisfactory to Highly Unsatisfactory) for each review criterion. The review team has considered all the evidence gathered during the review in relation to this matrix in order to generate review criteria performance ratings.

Strategic Questions

41. In addition to the nine review criteria outlined above, the TR addresses the following strategic questions, posed by the UNEP Evaluation Office in conjunction with members of the Project Team:
- Q1:** Do the State and non-State actors participating in the project report to the enhanced transparency framework arrangements under the Paris Agreement?
- Q2:** Did the project contribute to strengthening / improving transparency mechanisms of national institutions for domestic and UN conventions reporting?
- Q3:** Did the State and non-State actors participating in the project use the new tools and the capacities developed by the project (Municipal Development Coordination Platform (MDCP), improved National GHG inventory system and NDC tracking system)?
42. To support this process, review findings related to the 5 topics of interest to the GEF are included in Annex III. The intended action/results on the 5 topics were described in the GEF CEO Endorsement and Approval documents. The 5 topics are: i) performance against GEF's Core Indicator Targets; ii) engagement of stakeholders; iii) gender-responsive measures and gender result areas; iv) implementation of management measures taken against the Safeguards Plan and v) challenges and outcomes regarding the project's completed Knowledge Management Approach. The response to these are provided within the Review Findings and collated in **Annex XI**.

B. Review Process

43. This review adopted a participatory approach, consulting with project team members, partners and beneficiaries at several stages throughout the process.

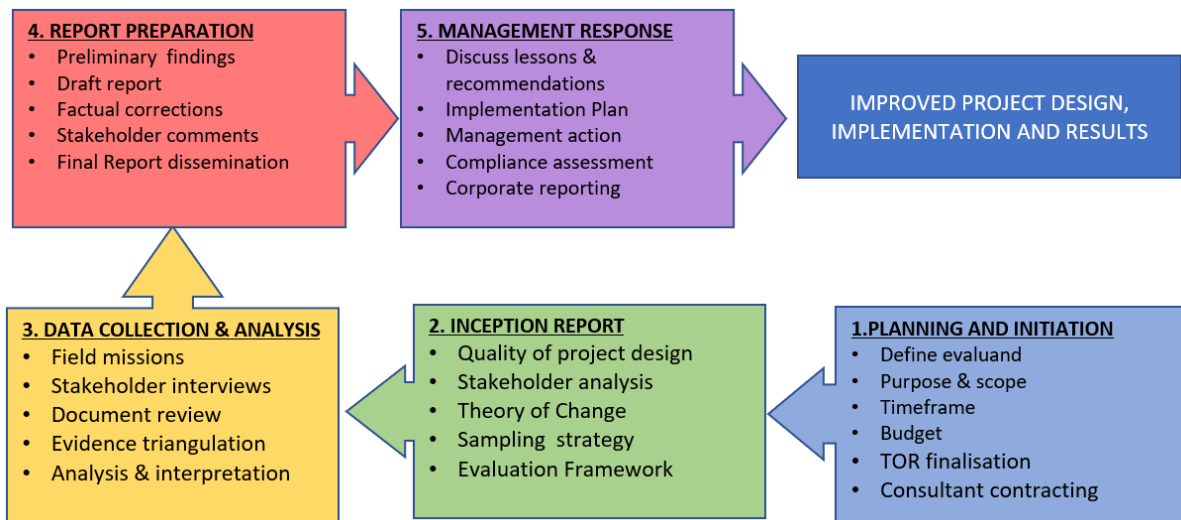


Figure 1 UNEP Review Process

44. The review analysed the project's Theory of Change to understand how the project intended to drive change and what contributing conditions ('assumptions' and 'drivers') would need to be in place to support such change. The final iteration of the Theory of Change is presented in this final review report.

C. Data Collection

45. The review's inception phase, conducted in December 2023 – January 2024, laid the foundation for the data collection and analysis stage. It established the framework for the review (see Annex III) and detailed data collection. The quality of the project design was also assessed at this stage.

46. The following tools and sources of information have been used to collect data:

- **Desk review of project documents and reports** – the full list of documents are provided in Annex IV;
- **Stakeholder Survey** – providing initial qualitative feedback ahead of the interviews and group discussions. The majority of responses were received prior to the in-country mission, although some were received afterwards following a reminder from the project team. The survey results were disaggregated by gender; and
- **Individual interviews and focus group discussions** – built upon the initial results of the survey and to gather additional detail. Those unable to attend were contacted via online meetings to gather their feedback. The full list of people consulted is provided in Annex II.

47. Throughout this review process and in the compilation of the Final TR Report, efforts have been made to represent the views of both mainstream and more marginalised groups, primarily women. The questionnaire was sent out to stakeholders had a 50% gender split (provided by the project's EA, RECC). The questionnaire participants information was disaggregated by gender to allow the Reviewer to monitor responses received.

Sampling Strategy

48. The stakeholder list (Annex II) was provided by the Executing Agency, RECC. The stakeholders contacted during the review includes representatives from national government, municipalities, NGOs, CSOs, and project staff/ consultants. This list took into account the willingness and availability of stakeholders to meet the International Reviewer. These stakeholders are well informed about the project, have participated at different stages and at different levels (e.g., attending PSC meetings, attending various training sessions, etc.).

Data Collection Tools

Desk-Based Review

49. In the first instance, the Reviewer consulted the project design documentation, including the ProDoc, progress monitoring reports, financial reports, legal agreements, and deliverables – see Annex IV for the complete list of documents consulted. This informed the contents of the questionnaire for targeted questions regarding the project's successes, challenges and next steps.

Questionnaire

50. The questionnaire type was an online Google form, sent to stakeholders via email. A draft questionnaire was sent to RECC and UNEP for peer review. Participants were informed about the study's purpose, their voluntary participation, and the confidentiality of their responses.
51. The questionnaire was designed with both quantitative and qualitative questions. The questionnaire comprised four sections, which were organized logically in the order of reviewing Municipal Development Coordination Platform, Georgia's GHG inventory, Georgia's NDCs, and the overall project performance. Results obtained from the questionnaire were collected and used to create visualisations using bar and pie charts within Google Sheets to represent the distribution of the data. Qualitative feedback was assessed individually for better understanding of the project performance, facilitating a more comprehensive analysis.

Visit and Interviews

52. Between 15th-18th January 2024, the Reviewer Justin Goodwin travelled to Tbilisi, Georgia to conduct in-depth interviews with a variety of stakeholders including the project team, representatives of both national and municipal governments, and other stakeholders (Annex II).

Actions taken to increase response

53. RECC made the initial contact with the stakeholders at the start of the review, introducing the Reviewer and providing clear communications about the purpose and expectations of the review. RECC have built up a long running and trusting relationship with stakeholders. RECC also arranged the workshops and follow up correspondence to help increase responses.
54. The link to complete questionnaire was sent through email one month before the Reviewer's visit to Georgia, to provide enough time to gather responses. A reminder was sent one week before the visit, as well as a follow up one week after the visit to capture as many responses as possible.
55. Virtual/ online interviews were held for those stakeholders who were unable to attend the in-person interviews so their opinions could also be heard.

Limitations and Mitigation Strategy

56. One institution was unavailable during the in-person interviews, a representative from the Ministry of Economy and Sustainable Development (MoESD). The Reviewer made attempts to arrange a virtual interview but was ultimately unable to reach the representative. However, several members of the MoESD provided their feedback in the questionnaire, and it is therefore believed that perspectives from the MoESD are represented and considered within this review.
57. During the workshop, an interpreter was available to translate the comments made by the stakeholders in Georgian to the English-speaking Reviewer. Overall, the Reviewer was able to capture the feedback in sufficient detail, however on occasion the interpreter summarised lengthier comments made by stakeholders when the conversation was moving quickly. The Reviewer was able to follow the discussions, but to ensure all comments were noted, RECC provided their translated notes of the workshop to consolidate the Reviewer's findings.
58. It is felt that these limitations have not prevented a fair and thorough review of this CBIT project, and do not invalidate its findings.

III. THE PROJECT

A. Context

59. At the time of the CBIT project identification stage in September 2015, Georgia had submitted its Intended Nationally Determined Contribution (INDC) to the United Nations Framework Convention on Climate Change (UNFCCC). According to the INDC, Georgia planned to unconditionally reduce its GHG emissions by 15% below the Business-as-Usual scenario (BAU) by 2030, which can be increased up to 25% if the country has access to low-cost financial resources and technology. With this background, Georgia recognized that in order to meet these targets, it needed to: strengthen its national and sub-national climate institutions and build the capacity of experts and institutions in the ETF; improve its national (GHG) inventories; accurately assess and report its mitigation actions to aid tracking of its NDC goals, and moreover, implement a well-structured domestic measurement, reporting and verification (MRV) framework that includes activities related to finance, technology transfer and capacity-building support received and required.
60. At the time of the CBIT project identification stage, Georgia was preparing its Fourth National Communication (FNC) and Second BUR (BUR2), through the GEF project "Development of Georgia's Fourth NC and Second BUR to the UNFCCC", which incorporated the GHG inventory component and was being implemented by United Nations Development Programme (UNDP). Regarding the national mitigation strategy, the Government of Georgia launched the preparation of the Low Emission Development Strategy (LEDS) with support of USAID. Such bilateral cooperation was completed, as the process has been entirely handed to the national government. The mitigation measures considered in the strategy were chosen based on national priorities, resource efficiency and mitigation potential. The LEDS document mostly represents the general capacity towards the NDC fulfilment. Since the Government of Georgia updates its NDC to reflect an increased level of ambition, the assumptions delivered by the LEDS' experts will be a building block for the future advancement of Georgia's mitigation policies.
61. At the same time, in order to coordinate multi-stakeholder processes, the government established a main recommending body under the LEDS system named Coordination Committee, chaired by the Minister of Environmental Protection and Agriculture of Georgia. The Committee consists of the highest-level representatives of all climate change-related Ministries, mostly the deputy ministers. The Coordination Committee enabled the LEDS design processes, and it has the authority to adopt working plans, establish implementation units and communicate with the Government of Georgia. The committee has considered reports, advice and plans and proposes actions to the Expert Working Group (EWG), which has been the counselling body of the managerial system. The EWG has included civil servants from the central government, as well as independent experts. The key functions of the group have involved preparing detailed working plans that specify how LEDS targets are to be attained, identifying priority sectors and reporting to the Coordination Committee on the progress made. Under the EWG, six sectoral Sub-Working Groups (Sub-WGs) have been established for the sectoral domains of agriculture, construction, energy, forestry, industry, transport and waste. The activities of each Sub-WG have been controlled by the EWG to maintain the transparency and consistency of work related to technical and policy standards. The Sub-WGs have provided regular updates of the technical work to the EWG. In addition, the Sub-WGs have prepared sectoral policy visions and strategies. Since 2015, after the elaboration of the Sustainable Development Goals (SDGs), each Sub-WG was asked to address the issue of the fulfilment of the SDGs in their set of tasks.

62. The EWG has assessed the sectoral policies developed by the Sub-WGs in a cross-sectoral approach. An amalgamated version is presented to the Coordination Committee for final consideration. The Sub-WGs have been coordinated by the different ministries in accordance with their working area. Further, the Climate Change Division (CCD) under the Minister of Environmental Protection and Agriculture of Georgia, has performed the role of Secretariat to the LEDS process. The Secretariat is responsible for organizing the Coordination Committee and WG meetings. The CCD has also been responsible for preparing adequate documents for the meetings and keeping all documents related to the coordinating committee. To a certain extent, the LEDS document involves the measures outlined in the National Energy Efficiency Action Plan (NEEAP) designed by the government supporting the climate friendly development of building, transport, industry, etc. sectors. The related documents are being updated (with regard to specific timeframes) to be submitted to government approval.
63. Accordingly, such kind of multi-ministerial decision-making body requires a well-functional transparency framework in-country, in order to understand key emission sources and sinks in the country, assess effects of mitigation projects and policies and related multiple benefits, track progress towards NDC targets, meet stakeholder demands for public disclosure of GHG information.
64. Georgia's CBIT proposal was then thought to contribute to meeting enhanced transparency requirements as defined in Article 13 of the Paris Agreement. The CBIT project, therefore, aimed at building Georgia's capacities to meet the enhanced transparency framework (ETF) requirements under the Paris Agreement. To achieve this, the project supported the Ministry of Environmental Protection and Agriculture of Georgia (MEPA) in addressing the immediate needs of Georgia in order to (1) enhance the vertical coordination between activities at a local level and national goals in a field of climate change; (2) improve the national inventory through supporting the data collection and management for developing higher tier methods and more accurate activity data; and (3) develop and implement a national tracking system for Nationally Determined Contribution implementation. The CBIT projects mainstream gender issues in all components.

B. Results framework

65. The Project Objective was to: Meet the enhanced transparency framework (ETF) requirements under the Paris Agreement. The project was comprised of three Components to help meet this objective.
66. The main objective of the Component 1 was to synergize the national and local climate policy measures through the provision of a MDCP as part of its ETF. The project provided a coordination framework, technical assistance and tailored capacity strengthening and awareness raising activities, including the development of software tool, for the "New Covenant of Mayors for Energy and Climate" signatory municipalities for the elaboration of the Sustainable Energy and Climate Action Plans (SECAPs) and MRV reports.
67. With the Component 2, the CBIT project provided an improved National GHG inventory system, including country specific emission factors for key sectors, and tools and capacities for GHG inventory data collection, QA/QC and management for energy, agriculture, industry, and waste sectors, and F-gases.
68. Under Component 3, the CBIT project developed the NDC tracking system allowing Georgia key stakeholders to observe and assess the progress against the NDC goals and assess and report on the implementation of mitigation measures in an accurate

and transparent way, including through a data management system on transferred technologies.

69. The Project Results Framework identifies three outcomes:

- **Outcome 1:** Georgia uses the Municipal Development Coordination Platform (MDCP) as part of its enhanced transparency framework (ETF).
- **Outcome 2:** Georgia uses an improved National GHG inventory system, with a data management system on agriculture, waste, hydrofluorocarbons (HFCs) and perfluorocarbons (PFCs).
- **Outcome 3:** The achievement of Nationally Determined Contributions (NDC) goals is tracked; and implementation of mitigation measures are assessed and appropriately reported, including a data management system on transferred technologies.

C. Stakeholders

70. The project stakeholders are presented in **Table 2**.

Table 2 List of project stakeholders and roles in the project

Category of Stakeholder	Ministries, Agencies	Description of Roles and Functions at the National Level	Role in CBIT Project
Executing Agency	-RECC	RECC are an independent, not-for-profit organisation aiming to solve environmental problems within the South Caucasus through promoting cooperation of various stakeholders including NGOs, government, businesses and local communities.	RECC were the Executing Agency of the project, responsible for delivering the technical project activities.
Central Government of Georgia	<ul style="list-style-type: none"> -Ministry of Environmental Protection and Agriculture of Georgia (MEPA) including the Climate Change Division, Air Division, SDGs Division, Department of Biodiversity and Forestry, Department of Agriculture, Food and Rural Development, and the Department of Hydromelioration and Land Management -Ministry of Economy and Sustainable Development (MESD), including the Energy Policy Department -National Environmental Agency -LEPL National Forest Agency -Ministry of Regional Development and Infrastructure (MRDI) -Ministry of Foreign Affairs, including the UN Department -Department of Relations with Regions, Administration of the Government of Georgia -State Employment Promotion Agency -Ministry of Finance (MoF) -Revenue Service -Environmental Information and Education Center -National Statistics Office of Georgia -Rural Development Agency 	MEPA, MESD, MRDI and MoF lead on national climate change policy making. Various other institutions support climate change activity implementation at a sectoral level.	<p>MEPA coordinated the project execution and lead the Project Steering Committee (PSC), and supported stakeholder communication.</p> <p>Several representatives of other ministries sat on the PSC, providing project oversight and guidance, providing technical assistance where required, and ensuring coordination between parties and approving the workplan and budget. Representatives from these ministries attended various training sessions throughout the project.</p>
Municipalities	Rustavi City Hall, Batumi City Hall, Tbilisi City Hall, Poti City Hall, Gurjaani City Hall, Zugdidi City Hall, Telavi City Hall, Mtskheta City Hall, Lagodekhi City Hall, Signaghi City Hall, Kvareli City Hall,	These institutions are involved in the implementation of mitigation actions at a local level.	Several representatives sat on the Project Steering Committee,

Category of Stakeholder	Ministries, Agencies	Description of Roles and Functions at the National Level	Role in CBIT Project
	<p>Chokhatauri City Hall, Kazbegi City Hall, Baghdati City Hall, Kutaisi City Hall, Bolnisi City Hall, Tianeti City Hall, Gori City Hall, Akhmeta City Hall, Dedoflistskaro City Hall, Lanchkhuti City Hall, Ozurgeti City Hall, Sagarejo City Hall, Oni City Hall, Dusheti City Hall, Aspindza City Hall, Tsageri City Hall, Akhaltsikhe City Hall</p> <p>Administration of the State Representative in Guria Administration of the State Representative in Kakheti Administration of the State Representative in Mtskheta-Mtianeti</p>		<p>provided technical assistance to the project on SECAP.</p> <p>Representatives from these institutions attended various training sessions throughout the project.</p>
NGO, not-for-profits, and other public sector	Energy Efficiency Center, Remissia Sustainable Development Center, World Experience for Georgia, Georgia's Environmental Outlook, Greens Movement of Georgia/Friends of the Earth, CNFA Georgia, USAID Agriculture Program	Various NGOs and Not for Profits that may advocate or promote action on climate change and sustainable development. Represents the interest of various stakeholders in climate change.	Helped to identify gaps and challenges in the application of the EFT. Helped to identify most efficient mechanisms related to public participation and active engagement of stakeholders during project implementation.
International Organisations	Asian Development Bank (ADB), Japan International Cooperation Agency (JICA), Westminster Foundation for Democracy (WFD), Delegation of the European Union to Georgia, Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ), Food and Agriculture Organization (FAO), Caucasus Environmental NGO Network (CENN), Scientific Network for Caucasus Mountain Regions (SNC-mt)/Caucasus Network for Sustainable Development of Mountain Regions UNDP	These agencies may support or fund various projects and initiatives regarding climate change or promoting transparency at a national level.	Provided information on ongoing projects and helped to identify synergy opportunities during the project implementation.
Private sector	"T & K Restaurants" LTD, Easy Care LTD, Foodmart LLC, GrillTbil Service LTD, GRRRC LTD, IPS-Socar LTD "ZGAPARI" LTD, LTD "CNG2015", Ltd "Air Management System, LTD "Mubagi", TD "Thermo", Stock LTD, Treimax Georgia LLC	These actors are involved in the implementation of mitigation actions and generate crucial data for Georgia's GHG inventory.	Provided technical information regarding F-gases in Georgia. Attended training on HFCs and PFCs data collection methodologies for technicians.

Category of Stakeholder	Ministries, Agencies	Description of Roles and Functions at the National Level	Role in CBIT Project
	JSC "Rustavi Azot", LTF "Solid Waste Management Company of Georgia", United Water Supply Company of Georgia, Heidelberg Ltd		Provided technical information on plant-specific activities for the GHG inventory. Attended training for "Monitoring the implementation of Georgia's NDC through the electronic system"
Media	Agrogaremo TV, Adjara TV, Ecomedia, Euronews Georgia, First Channel - 1TV, Guria News, Gurjaani TV, Media Holding 'Hereti', News agency GHN, NWBC, Palitra Media, POSTV, Radio Atinati, Radio Fortuna, Rustavi 2, TV4, The Georgian Times, TV Formula, TV Imedi, TV Trialeti, Radio Commersant, Radio Tavisupleba, Interpressnews	Effective communication of climate action.	Attended training for Media and climate change policy.
Academia and Research	Georgian Technical University, Georgian Association of Refrigerating, Cryogenic and Air-conditioning Engineers (GARCAE), The Institute of Geography	Developing skills and capacity relevant to climate change. Conducting research into climate science and national policy making.	Provided historical data on climate change. Provided training on HFCs and PFCs data collection methodologies for technicians.

D. Project implementation structure and partners

71. The project institutional arrangements are shown in **Figure 2**.
72. RECC was responsible for drafting all project reporting including progress reports, annual work plans, GEF project implementation report (PIRs), reporting against project results framework and country reporting requirements based on the prescribed formats. RECC was responsible for informing UNEP of any delays or difficulties during the implementation so that appropriate support or corrective measures can be adopted in a timely and remedial fashion.
73. A Project Steering Committee (PSC) was established by the Executing Agency (EA) and chaired by the Beneficiary (MEPA). The EA performed tasks of secretariat for the PSC. Along with the representatives of the EA, the PSC was comprised of UNEP Project Task Manager, the representatives from relevant line ministries, including Ministry of Economy and Sustainable Development, representatives of the Parliamentary Committee on Environmental Protection and Natural Resources and other stakeholders. The PSC held meetings throughout project implementation.

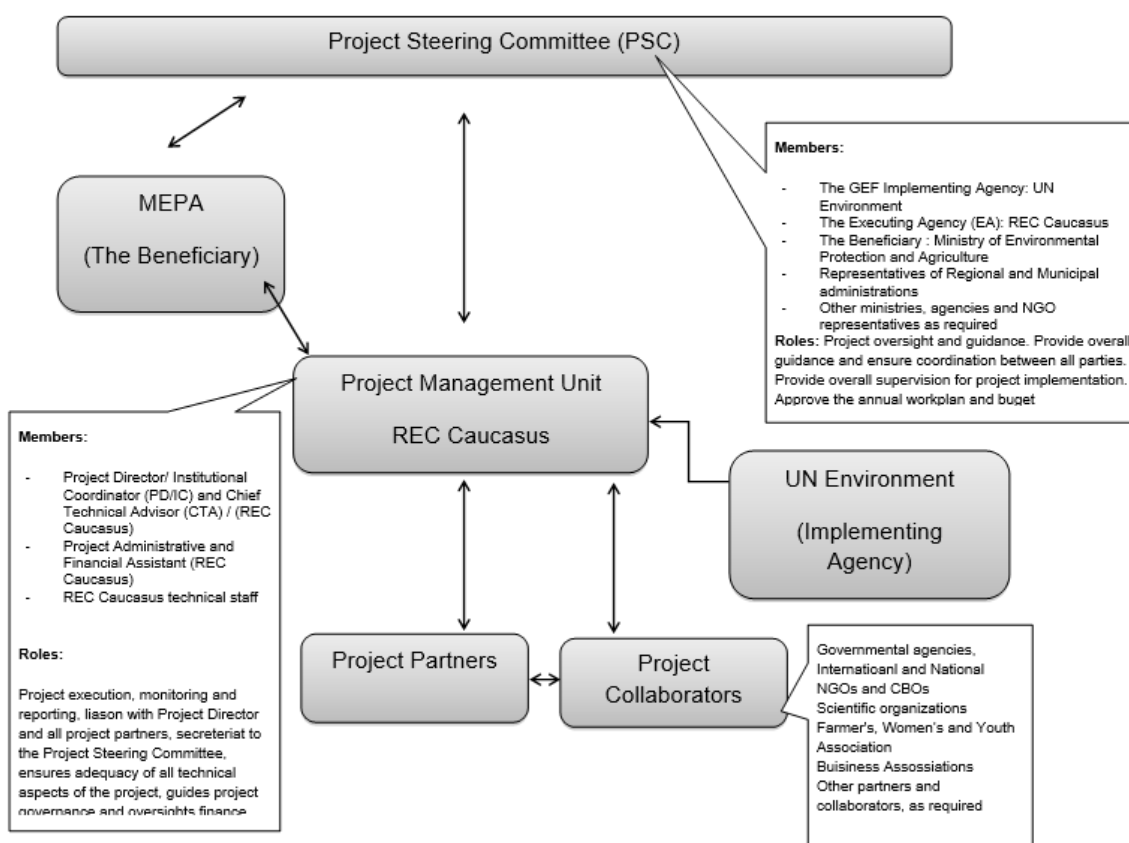


Figure 2 Organigram of the Project with key project key stakeholders

E. Changes in design during implementation

74. The project made changes to the design during implementation in response to the COVID-19 pandemic (see Paragraph 75). A six-month extension was requested and approved to recover the delays in implementation created by the COVID-19 pandemic.

F. Project financing

75. The total GEF approved budget for the project's implementation was 1,000,000 USD. MEPA and the Project EA (RECC) accordingly provided 137,340 USD and 315,000 USD of co-financing to this project. An additional 95,000 USD was agreed as UNEP implementing agency fee.
76. In order to adjust to the context of the country and the restrictions of the COVID-19 pandemic changes, a no-cost project extension was proposed and accepted in February 2023. As part of the budget for travelling in 2020 and 2021 was unutilized due to the COVID-19 pandemic, three activities were added:
 1. Inclusion of LULUCF sector data in the requested SECAPs.
 2. Report on remaining gaps and recommendations for further improvement of the national transparency system. Changes were also made to the activities timeline as some activities were delayed due to COVID-19 pandemics related challenges.
 3. Additional support had to be provided by the project experts for the SECAP development by the three municipalities that joined the project late in the implementation, i.e., after the completion of trainings and most of the Technical Assistance meetings.
77. According to the project's final statement of accounts, the total expenditures were 935,869 USD as of project close in September 2023. Project expenditure (estimated and actual) per component is presented in **Annex VI. Project Budget and Expenditures**.

IV. THEORY OF CHANGE AT REVIEW

78. During the inception phase it was explained that "when the Project document was designed, the Theory of Change (ToC) was not yet a donor requirement for the development of project proposal, so it was not included as a part of the CEO GEF Endorsement/Approval Document". Nevertheless, a ToC diagram was prepared as an internal requirement for UNEP approval process (Project Review Committee, PRC) and submitted to GEF along with the project document.
79. The ToC identified the assumptions and drivers likely to impact the project outcomes and intermediate states. This included factors such as political stability, stakeholder participation and data sharing, and sustainable funding. It is easily understandable that the project objective is to support Georgia to meet the enhanced transparency framework (ETF) requirements under the Paris Agreement.
80. During the TR, no evidence was found that required revisions of the ToC. The ToC is presented in **Figure 3**.

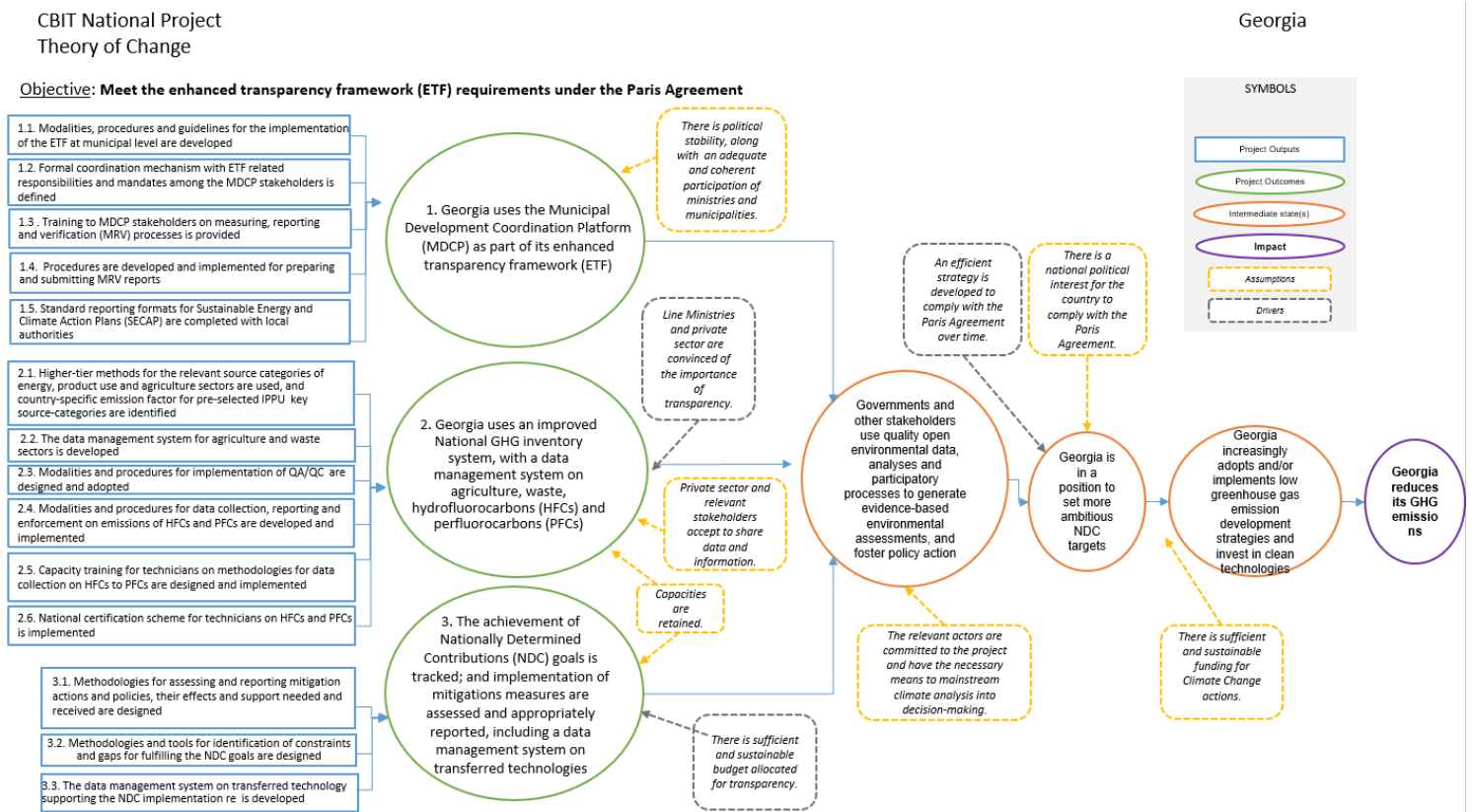


Figure 3 Final Theory of Change

V. REVIEW FINDINGS

A. Strategic Relevance

Alignment to UNEP's UNEP Medium Term Strategy⁵ (MTS), Programme of Work (PoW) and Strategic Priorities

81. The CBIT project aligns significantly with the MTS 2022-2025 and PoW 2022-2023. The relevant UNEP MTS sub-programme is Climate Action, with Outcome 3 "State and non-state actors adopt the enhanced transparency framework arrangements under the Paris Agreement". The relevant PoW indicator for this project is iii. Number of national, subnational and private sector actors reporting under the enhanced transparency arrangements of the Paris Agreement with UNEP support.
82. The project developed MPGs for the ETF at the municipal level and established formal coordination mechanisms among stakeholders, which supports UNEP's strategic objectives of climate stability and effective environmental governance on national and sub-national levels.
83. The project further developed Georgia's National GHG Inventory system with higher-tier methods for source categories of energy, product use and agriculture sectors, and methodologies for assessing and reporting mitigation actions, policies, and their effects were designed. This supports UNEP's emphasis on evidence-based policymaking for climate action.
84. In addition, the project aligned with UNEP's capacity-building initiatives by provided extensive training and technical assistance, enhancing local capacities for climate action planning, GHG inventory, and MRV processes.
85. Alignment to UNEP's Strategic Priorities is rated as Highly Satisfactory.

Alignment to GEF Strategic Priorities

86. The project fully aligns with the strategic priorities of the GEF, as a core aspect of the project was to enhance the transparency frameworks in line with the Paris Agreement. This directly aligns with the GEF's strategic priority of supporting countries in their efforts to meet the ETF requirements. In addition, the project aligns with the three priorities of the GEF CBIT⁶:
 - (1) Strengthen national institutions for transparency-related activities in line with national priorities;
 - (2) Provide relevant tools, training, and assistance for meeting the provisions stipulated in Article 13 of the Paris Agreement; and
 - (3) Assist in the improvement of transparency over time.
87. Component 3 of the project focussed on climate change mitigation, particularly through the development of methodologies for assessing and reporting mitigation actions, which is in line with the GEF's strategic objectives on climate change mitigation and adaptation.

⁵ UNEP's Medium-Term Strategy (MTS) is a document that guides UNEP's programme planning over a four-year period. It identifies UNEP's thematic priorities, known as Sub-programmes (SP), and sets out the desired outcomes, known as Expected Accomplishments (EAs), of the Sub-programmes. <https://www.unenvironment.org/about-un-environment/evaluation-office/our-evaluation-approach/un-environment-documents>

⁶ <https://www.thegef.org/what-we-do/topics/transparency>

88. Furthermore, the project engaged a wide range of stakeholders, including government entities, civil society organizations, and the private sector. This multi-stakeholder approach is consistent with the GEF's strategy of fostering broad-based engagement in environmental initiatives.
89. And finally, the inclusion of gender mainstreaming in all components of the project aligns with the GEF's increasing focus on gender considerations in its projects, recognizing the role of gender in achieving environmental outcomes.
90. Alignment to GEF's Strategic Priorities is rated as Highly Satisfactory.

Relevance to Global, National, and Regional Priorities

91. The project strongly aligns with global agendas such as SDGs, in particular the project contributes directly to SDG 13 (Climate Action) by enhancing national capacities for climate action and transparent reporting. It also supports SDG 17 (Partnerships for the Goals) through its multi-stakeholder approach involving government, civil society, and private sectors. The project also aligns with the broader objectives of Agenda 2030 by fostering sustainable development through environmental sustainability and climate action.
92. The project meets Georgia's environmental needs through improving transparency systems and processes, enhancing the GHG inventory system, and focussed on capacity building and technical assistance. It has developed MPGs for the ETF, delivered capacity building sessions, promoted inter-agency coordination through signing MoUs, GHG inventory improvements and improved process for NDC Tracking. It should be noted that several stakeholders also felt strongly that the project met Georgia's needs, including the project's beneficiary, MEPA.
93. Meeting Georgia's environmental needs is rated as Highly Satisfactory.

Complementarity with Existing Interventions/Coherence

94. The project supported Georgia's national strategies and plans related to climate change, including its commitments under the Paris Agreement, ensuring coherence with national-level climate actions and policies.
95. The project collaborated with several other initiatives promoting climate projects in Georgia. The German Development Agency for International Cooperation (GIZ) helped develop Georgia's Climate Strategy and Action Plan as part of the Capacity Development for Climate Policy in the Countries of South-East and Eastern Europe, the South Caucasus, and Central Asia, Phase III (CDCPIII) project. The CDCPIII is using the online data management system developed by this CBIT project to develop Climate Action Plan monitoring reports.
96. The World Bank is working on the country's climate budget tagging. The process aims to monitor and track climate-related expenditures in the national budget system. The CBIT project was able to share with the World Bank team the success of climate budget tagging on the municipal level and underlined that the national process can be easily repeated for the municipalities as well.
97. The methodology and GHG inventory improvements achieved under the second component of this CBIT project will be transferred in the first BTR of the country, which is being developed and implemented by UNDP.
98. Complementarity with existing interventions/ coherence is rated as Highly Satisfactory.

Rating for Strategic Relevance: Highly Satisfactory

B. Quality of Project Design

99. This section presents a summary of the Project Design Quality. The full assessment is included in **Annex V**:
100. Operating context is rated as Moderately Satisfactory. The project document acknowledges risks and plans for their review during implementation. The project document does not mention on-going/high likelihood of conflict, or any on-going/high likelihood of natural disaster; however, natural disasters could disrupt in-person training, while recent elections in Georgia suggest a need to account for governmental changes at national and local levels.
101. Project preparation is rated as Moderately Satisfactory. The project document demonstrates thorough problem and situation analyses. Gender equality and women's empowerment section exists, separated from stakeholder analysis. Stakeholder engagement workshops occurred, and a summary was submitted to the GEF alongside the project document.
102. Strategic relevance is rated as Satisfactory. The project document demonstrates relevance and alignment with UNEP and GEF. A later update partially incorporated aspects of Land Use, Land Use Change, and Forestry (LULUCF). The project outlines plans to complement ongoing efforts under other initiatives.
103. Intended results and causality is rated as Satisfactory. The ToC identified the assumptions and drivers likely to impact the project outcomes and intermediate states. The likelihood of achievement of project outcomes is realistic with respect to the timeframe and scale of the intervention.
104. Logical framework and monitoring is rated as Satisfactory. The ToC closely mirrors the intervention logic and outlines key drivers and assumptions. SMART indicators for outcomes and objectives, with baseline and target values, are established. A comprehensive M&E plan is also presented. Clarification on the term "report to ETF" would have been beneficial.
105. Governance and supervision arrangements is rated as Satisfactory. The governance and supervision model is comprehensive, clear and appropriate. The section Project Implementation Arrangements of the project document is well-articulated and defines the roles of the UNEP, RECC, MEPA, and the PSC; Project Management Unit (PMU) and Chief Technical Advisor (CTA).
106. Partnerships is rated as Moderately Satisfactory. The project document omits an assessment of RECC's capacity due to its history with UNEP and success on GEF projects. The roles and responsibilities of external partners are properly specified.
107. Learning, communication and outreach is rated as Satisfactory. The project has a clear and adequate knowledge management approach. It also has appropriate methods for communication with key stakeholders.
108. Financial planning / budgeting is rated as Satisfactory. The budget was adequate at design stage and co-financing contributions were well identified.
109. Efficiency is rated as Satisfactory. The project built on the collaboration between ministries, governmental organizations, CSOs and private sector. The project was adjusted for its duration due to pandemic impacts.
110. Risk identification and social safeguards is rated as Satisfactory. Risks are well identified.
111. Sustainability / replication and catalytic effects is rated as Moderately Unsatisfactory. The project document addresses sustainability mainly through

technical enhancements. No sustainability strategy is outlined, although outcomes aim for sustainability beyond project life. Scaling up strategies are absent.

112. Project design weaknesses/gaps is rated as Satisfactory.

Rating for Project Design: Satisfactory

C. Nature of the External Context

113. The key challenge the project faced was with regards to the COVID-19 pandemic. The project commenced in September 2019. The first special measures to limit the spread of the pandemic started in March 2020, which made field work challenging for collecting data for the national GHG inventory improvements, as well as deliver capacity building sessions. This had implications for project delivery, requiring adaptations such as shifting to online training modules and causing a six-month extension of the project timeline. The project demonstrated adaptability to the unforeseen challenges posed by the COVID-19 pandemic. It effectively transitioned to online platforms for training and stakeholder engagement, ensuring continuity in capacity-building activities, which are thoroughly recorded in the progress monitoring reports. Because of this shift to online training, these sessions were recorded and shared with stakeholders, and are also available after project close on the CBIT website⁷.

114. The project was designed considering the political stability in Georgia, with these assumptions noted in the ToC and ProDoc. The project successfully operated within the politically stable context of Georgia, with active engagement of various governmental and non-governmental stakeholders. Minor delays were noted with regards to the election cycle, but this did not have a significant impact on project programme.

115. It was also noted that there were some instances of extreme weather events which hindered field work with national statistics office. While these caused minor delays the overall project timeline was not affected.

Rating for Nature of the external context: Moderately Unfavourable

D. Effectiveness

Availability of Outputs

Component 1: Strengthening vertical integration in Georgia for transparency-related activities

Output 1.1: Modalities, procedures and guidelines (MPGs) for the implementation of the ETF at municipal level are developed

116. Output 1.1 was successfully delivered. The MPGs were outlined in a draft act, submitted as Deliverable 1 of the project. This draft act was recommended unanimously by the CoM to be submitted to MEPA.

⁷ Available here: <https://itf.rec-caucasus.org/%e1%83%99%e1%83%9a%e1%83%98%e1%83%9b%e1%83%90%e1%83%a2%e1%83%98%e1%83%a1-%e1%83%aa%e1%83%95%e1%83%9a%e1%83%98%e1%83%9a%e1%83%94%e1%83%91%e1%83%98%e1%83%a1-%e1%83%92%e1%83%90%e1%83%9b%e1%83%9d%e1%83%9b/>

117. The Climate Change Council was established by the Georgian Government Decree № 54 on 23rd of January 2020. In their second meeting, the project drafted legal acts and regulations for the implementation of MPGs to ensure harmonized reporting, developed by this project under Deliverable 2 was submitted to MEPA for further consideration. This was adopted on 11 May 2022 as a decree #2-348 of MEPA on the Methodology for Introduction of Reporting System for the Covenant of Mayors Signatory Municipalities.

118. Under Deliverable 3, the project also created a functional webpage that acted as a knowledge hub and help desk for EFT implementation: <https://itf.rec-caucasus.org/en/front/>

Output 1.2: Formal coordination mechanism with ETF related responsibilities and mandates among the MDCP stakeholders is defined

119. Output 1.2 was successfully delivered. Under Deliverable 4, the project developed MoUs which covered participation in inter-agency coordination entities, estimation of GHG emissions baseline; estimation of risks and vulnerabilities related to climate change; and preparation and monitoring of SECAPs. Through engagement with the CoM, 12 MoUs were signed.

120. The project developed working procedures in Deliverable 5, which focused on the coordination of preparation and implementation of SECAPs and support on joint adherence mechanism for small municipalities; and preparing for cooperation with donors and investors on implementation of action plans.

121. The project delivered extensive training on MDCP. The meeting reports contained in Deliverable 6 demonstrates the high level of engagement from municipalities during meetings, and clear actions and consensus was agreed at the close of each session.

122. The project developed guidelines for the identification of climate capacity and mobilization of domestic and international support for municipalities, complementarity rules for the national and sub-national reporting systems, and methodology for assessing the multiple benefits of climate-related projects and software tools to support ETF implementation at the municipal level, contained in Deliverable 7.

123. This deliverable included the presentation of the Climate Change Online Data Management System to support GHG emissions, removals estimations and common reporting at the municipal level. The Climate Change Online Management System is fully operated by MEPA, with other stakeholders remaining as system users.

Output 1.3: Training to MDCP stakeholders on MRV processes is provided

124. Output 1.3 was successfully delivered. The SECAP capacity building meeting reports contained in Deliverable 8 describe the challenges of engaging stakeholders during COVID-19. Part of the success of the project can be attributed to how the project team adapted to online training and took additional measures to ensure maintained interest from stakeholders.

125. In addition, training was delivered to media representatives. The reports on this 3-day training session contained in Deliverable 9 will help improve public awareness and perception regarding climate change, and climate change action in Georgia.

Output 1.4: Procedures are developed and implemented for preparing and submitting MRV reports

126. Output 1.4 was successfully delivered. Guidelines and a monitoring report template was developed and delivered to stakeholders in Deliverable 10. Further technical assistance sessions were delivered for SECAP monitoring, and the reports contained

in Deliverable 11 demonstrate stakeholder ownership through their discussions and recommendations for further cooperation between municipalities.

Output 1.5: Standard reporting formats for Sustainable Energy and Climate Action Plans (SECAP) are completed with local authorities

127. Output 1.5 was successfully delivered, and further guidance on SECAP target setting, scope and indicators were provided in Deliverable 12. Additional training was provided to at least 16 municipalities signatories to the CoM, which focussed on drafting SECAPs (Deliverable 13).

128. At project closure, 23 local administrations report on SECAP development and implementation to ETF, pursuant the decree #2-348 of MEPA (11 May 2020).

Component 2 Georgia's National GHG Inventory system and HFC data management system are aligned to the ETF

Output 2.1: Higher-tier methods for the relevant source categories of energy, product use and agriculture sectors are used. Country-specific emission factor for pre-selected industrial processes and product use (IPPU) key source-categories are identified

129. Output 2.1 was successfully delivered. The report of the methodologies developed is provided in Deliverable 14, with the country specific emissions presented in Deliverable 15. In total, 37 sites from the key source-categories uses improved national GHG inventory system to estimate plant-specific emission factors. These improvements were across lime and steel production, manure management, enteric fermentation and wastewater. These methodologies were submitted to MEPA.

Output 2.2: The data management system for agriculture and waste sectors is developed

130. Output 2.2 was successfully delivered. The functional data management system is reported in Deliverable 16 for agriculture, and Deliverable 17 for waste. For the agricultural sector, total of 4,319 Georgian farms were surveyed to collect data to feed into the data management system. For the waste sector, data was obtained from a government agency on waste incineration.

131. The data management system for improved key-source categories such as (1) manure management, (2) Direct emissions from soils, (3) enteric fermentation category, and (4) wastewater treatment. Both data management systems were submitted to MEPA.

Output 2.3: Modalities and procedures for implementation of quality assurance/ quality control (QA/QC) are designed and adopted

132. Output 2.3 was successfully delivered. Deliverable 18 sets out the modalities and procedures for the implementation of QA/QC, which were submitted to MEPA for review and adoption for the development of Georgia's first BTR, and one report of the training module on certification for verifiers of the GHG inventory and mitigation measures.

Output 2.4: Modalities and procedures for data collection, reporting and enforcement on emissions of hydrofluorocarbons (HFCs) and perfluorocarbons (PFCs) are developed

133. Output 2.4 was successfully delivered. Deliverable 19 sets out the modalities and procedures, which were submitted to MEPA. The project noted that, since Georgia is not part of the EU, it's not required to create an enforcement system on emissions of HFCs and PFCs.

Output 2.5: Capacity training for technicians on methodologies for data collection on hydrofluorocarbons (HFCs) to perfluorocarbons (PFCs) are designed and implemented

134. Output 2.5 was successfully delivered. Deliverable 20 contains the training report for the 5-day training event for technicians on methodologies.

Output 2.6: National certification scheme for technicians on HFCs and PFCs is implemented

135. Output 2.6 was successfully delivered. Deliverable 21 sets out the documentation for accreditation of the certification scheme, submitted for to MEPA national government approval.

Component 3: Climate Change Mitigation in Georgia's Transparency System

Output 3.1: Methodologies for assessing and reporting mitigation actions and policies, their effects and support needed and received are designed

136. Output 3.1 was successfully delivered. Deliverable 22 sets out the methodologies for assessing and reporting mitigation actions and policies, their effects and support needed and received. Deliverable 23 sets out the details of the operational software tool for tracking NDC implementation and avoiding double counting. Training to stakeholders was delivered on how to use the system, with training reports contained in Deliverable 24. These deliverables have been submitted to MEPA.

137. In addition, the project team has shared lessons learned to wider audiences. Deliverable 25 sets out the presentation delivered during COP, and Deliverable 26 contains the information about that project that has been uploaded to the CBIT global platform for the benefit of future CBIT projects.

Output 3.2: Methodologies and tools for identification of constraints and gaps for filing the NDC goals are designed

138. Output 3.2 was successfully delivered. Deliverable 27 contains the methodology for gap analysis on NDC implementation. This has been submitted to MEPA.

Output 3.3: The data management system on transferred technology supporting the NDC implementation is developed

139. Output 3.3 was successfully delivered. Deliverable 28 consolidates a literature review on technology specification across a range resources including the Paris Agreement, UNFCCC handbook for implementation of the ETF, ICAT reports and WRI reports. It presents a climate change technology examples including a wide range of innovations and solutions aimed at mitigating and adapting to the impacts of climate change.

140. Deliverable 29 present the methodology for ensuring that scientists and policymakers are able to collaborate and create effective evidence-based policies to address climate change and incorporate climate-friendly technologies within the Georgian economy. This methodology has been submitted to MEPA.

141. And finally, deliverable 30 delivered a gap analysis report.

142. Availability of outputs is rated as Highly Satisfactory.

Achievement of Project Outcomes

Outcome 1: Georgia uses the Municipal Development Coordination Platform (MDCP) as part of its enhanced transparency framework (ETF)

Indicator 1: Number of municipalities that use MDCP for reporting GHG inventories and climate action.

Target: 23

143. The target for this indicator has been achieved. 23 Municipalities, that are members of the Coordination Group of Covenant of Mayors signatory Municipalities (MDCP)

under the Climate Change Council, use Climate Change Online Data Management System for reporting GHG inventory and climate actions. The Coordination Group operates under the Climate Change Council established by the Georgian Government Decree № 54 on 23rd of January 2020. The mandate of the Coordination Group, described in the Charter of the Council, covers all functions of the MDCP. Therefore, since 2020, the CBIT project refers to MDCP as a Coordination Group of Covenant of Mayors Signatory Municipalities. The mandate of the Coordination Group is defined by Article 7 of the Charter of the Climate Change Council. At each session, members of the Coordinating Group advocate local climate policy measures that can improve GHG inventory reporting and climate action.

Management System for reporting GHG inventory and climate actions Indicator 2: % of trained MDCP stakeholders who declares to be in a better position to implement MRV processes (gender disaggregated)

Target: 75% of men trained; 75% of women trained

144. The target for this indicator has been achieved. By the end of the project, of the MDCP stakeholders, 96% of men trained and 94% of women trained claim to be in a better position to implement MRV processes. These surveys were conducted by the project team and have been qualitatively confirmed during the stakeholder questionnaire and interviews.

Indicator 3: # of municipal units that use MDCP to prioritize public policies

Target: 23

145. The target for this indicator has been achieved. 23 municipal units (Mayors, Deputy Mayors, Head of the Departments, Division Specialists, etc.) use MDCP to prioritize public policies. The municipalities use the Coordination Group of Covenant of Mayors signatory Municipalities (MDCP) to discuss and make recommendations on strengthening climate matters in public policies.

146. All 23 municipalities are owners of SECAPs, with seven⁸ having adopted them into the local councils and the rest are in the process of adoption. The SECAPs are publicly available online (e.g. <http://ozurgeti.mun.gov.ge/?p=20463>). There is room to support the other municipalities to adopt SECAPs, as well as scale up these project activities to support other municipalities in Georgia to join the MDCP.

Indicator 4: # of MoUs signed between Municipalities and EAs

Target: 11

147. The target for this indicator has been achieved. In fact, 23 municipalities have signed the MoUs with the executing agency (RECC) by June 30, 2022.

Outcome 2: Georgia uses an improved National GHG inventory system, with a data management system on agriculture, waste, hydrofluorocarbons (HFCs) and perfluorocarbons (PFCs)

Indicator 5: Number of sites public or private from the key source categories that use improved national GHG inventory system to estimate plant specific emission factors

Target: At least 26 sites from the key source-categories (industry, energy, agriculture and waste sectors) use improved GHG inventory system and estimate plant-specific emission factors

⁸ The municipalities are: Ozurgeti, Lanchkhuti, Chokhatauri, Poti, Badhdati, Kvareli and Sagarejo.

148. The target for this indicator has been achieved. In fact, 37 sites (7 from the energy sector, 21 sites from agriculture sector and 9 sites from waste sector) public or private from the key source-categories use improved national GHG inventory system to estimate plant/country-specific emission factors.

Indicator 6: % of technicians trained who declares to be in a better position to use methodologies for data collection on HFCs to PFCs (gender disaggregated)

Target: 75% of men trained. 75% of women trained

149. The target for this indicator has been achieved. A total of 89% of men trained and 100% of women trained (it should be noted that only one woman participated in the training, which likely reflects the wider disparity of women in technical roles in Georgian society). These surveys were conducted by the project team and have been qualitatively confirmed during the stakeholder questionnaire and interviews.

Indicator 7: Improvement in the quality of MRV of the National GHG inventory based on GEF score 1 to 10 as per Annex III of CBIT programming directions

Target: +6

150. The target for this indicator has been achieved. The improvement in quality of the MRV of the national GHG inventory based on the GEF tracking tool reached level 7, through project activities under Component 2, including improved estimation methodologies for energy, product use and waste, and a new functional data management system for agriculture and waste. The project noted that reporting is therefore improved by advancing the tier methods applied to a limited audience and formats, but verification is still limited.

Outcome 3: The achievement of Nationally Determined Contributions (NDC) goals is tracked; and implementation of mitigation measures are assessed and appropriately reported, including a data management system on transferred technologies.

Indicator 8: Improvement in the quality of MRV of NDC implementation based on GEF score 1 to 10 as per Annex III of CBIT programming directions.

Target: +7

151. The target for this indicator has been achieved. Georgia has improved the quality of the MRV of NDC implementation up to level 8 based on the GEF tracking tool since the standardised measurement processes of the NDC mitigation action implementation were established under Component 3.

152. Five Line Ministries⁹ report every 6 months to the ETF by providing information about the implementation of the mitigation measures included in the Climate Action Plan of Georgia (in accordance with the Decree of the Government of Georgia No629, dated 20 December 2019) for achieving NDC targets through the Climate Change Online Data Management System developed and made operational under this project. The information on collection of the NDC tracking data through the Climate Change Online Data Management System can be seen in Annual Reports of Georgia's 2030 Climate Change Strategy and 2021-2023 Action Plan for the years 2021 and 2022¹⁰.

153. Achievement of project outcomes is rated as Highly Satisfactory.

⁹ Ministry of Environmental Protection and Agriculture of Georgia, Ministry of Economy and Sustainable Development of Georgia, Ministry of Regional Development and Infrastructure of Georgia, Ministry of Finance of Georgia, Ministry of Internal Affairs of Georgia

¹⁰ <https://mepa.gov.ge/Ge/Reports>

Strategic Question 1: Do the State and non-State actors participating in the project report to the enhanced transparency framework arrangements under the Paris Agreement?

Yes. As noted above, five line ministries are reporting to the ETF through the Climate Change Online Data Management System developed by this project.

Strategic Question 2: Did the project contribute to strengthening / improving transparency mechanisms of national institutions for domestic and UN conventions reporting?

Yes. MEPA is the beneficiary of several outputs of the project which will help in domestic reporting. The information on collection of the NDC tracking data through the Climate Change Online Data Management System can be seen in Annual Reports of Georgia's 2030 Climate Change Strategy and 2021-2023 Action Plan for the years 2021 and 2022 (<https://mepa.gov.ge/Ge/Reports>).

With regards to UN reporting, the modalities and procedures for QA/QC of the GHG Inventory will be piloted under Georgia's first BTR, the GHG inventory improvements will be supporting the development of the first BTR .

Strategic Question 3: Did the State and non-State actors participating in the project use the new tools and the capacities developed by the project (Municipal Development Coordination Platform (MDCP), improved National GHG inventory system and NDC tracking system)?

Yes. As demonstrated above, 23 municipalities are using the tools developed by the project to adopt SECAPs. New methodologies and management systems for the GHG Inventory and NDC tracking system have been submitted to MEPA.

Non-State actors, in this case technicians in the private sector, have been trained on improved methodologies for the GHG inventory.

Likelihood of Impact

154. Through the accomplishment of the above outputs and outcomes, the project has achieved its main objective, that is, to strengthen Georgia's capacity to meet the ETF requirements of the Paris Agreement.

155. The flow to estimate likelihood of impact is presented in **Table 3**.

Table 3 Likelihood of Impact

Impact	Likelihood	Justification
Drivers to support transition from Outputs to Project Outcomes are...	Partially in place.	There is limited budget and permanent resources available within municipalities for transparency work.
Assumptions for the change process from Outputs to Project Outcome...	Partially hold.	There is an emerging awareness of data sharing needs, but sustainable practices have still not been fully developed or tested properly. Capacities for ongoing sustainable systems still need to be established.
Proportion of Project Outcomes	Some	It is acknowledged that the project has successfully met all outcome indicators set at project design in the project completion stage. However, as discussed in

Impact	Likelihood	Justification
fully or partially achieved?		Section H Sustainability, further support is needed to embed the achievements into a long-term transparency service. For the MDCP, while municipalities have started to use the system, more embedding and improved resourcing for data collection and advice to decision makers is needed. The GHG inventory has proposed improvements made but these need to be implemented and continuous inventory improvement integrated into a regular cycle of GHG inventory updates. NDC tracking systems need refinement and further stakeholder engagement and appointment of content providers long term.
Which Project Outcomes? (the most important to attain intermediate states / impact or others)	The most important to attain intermediate states/impact	All 3 outcomes need additional resource input to be sustainably achieved. Further engagement and allocation of human resources is needed for data collection and continuous improvement of data flows and advice to decision makers across municipalities, in the GHG inventory and for NDC tracking.
Level of Project Outcome achievement?	Partial	Significant progress in outcome achievement has been made with initial development steps with tools, guidance, stakeholder engagement and training. More is needed to embed this into a long-term functioning transparency system with fully empowered and engaged stakeholders.
Drivers to support transition from Project Outcome(s) to Intermediate States are...	Partially in place	It is not yet confirmed if there is additional sufficient and sustainable budget allocated to support municipalities for transparency work.
Assumptions for the change process from Project Outcomes to Intermediate States...	Partially hold	Resourcing and permanent capacity is still a question.
Proportion of Intermediate States achieved?	Some	It's not yet clear on the level of increased ambition.
Level of Intermediate State achievement?	Partial	Government and stakeholders are starting to gather, share and use data to generate evidence-based decision making and action. Much of the momentum has been through the operation of the CBIT project and its position as a proactive backbone for the engagement, tool development and system seeding. More is needed if the project is to place Georgia in a position for more ambitious NDCs and to support increasing adoption of low GHG development strategies.
Drivers to support transition from Intermediate	Partially in place	An efficient strategy (with political buy-in) still needs to be properly elaborated.

Impact	Likelihood	Justification
States to Impact are...		
Assumptions for the change process from Intermediate States to Impact	Partially hold	Sustainable funding has not yet been confirmed.

156. Likelihood of Impact is rated as Likely.

157. In summary, the rating for effectiveness:

- Rating for Availability of Outputs: Highly Satisfactory
- Rating for Achievement of Outcomes: Highly Satisfactory
- Rating for Likelihood of Impact: Likely

Rating for Effectiveness: Satisfactory

E. Financial Management

Adherence to UNEP's Financial Policies and Procedures

158. The assessment of financial management is provided in **Annex VII**.

159. Quarterly financial reports were produced regularly. The review of project documents and records showed that regular expenditure reports were submitted in a timely manner and the expenditures were within the approved annual budgets or within the timely revised annual budgets. These reports served as a crucial tool for the Project Management Staff, offering real-time insights into budgetary performance at three-month intervals. Each quarterly expenditure report featured a dedicated section outlining the Projected Expenditure for the upcoming quarter.

160. Timely cash advances were approved and delivered to RECC, and records are clear and available.

161. The project undergone four independent financial audits in 2020, 2021, 2022 and 2023. These audits provide evidence that the project utilised the budget in accordance with the approved budget, and no concerns were raised regarding use of funds.

162. Adherence to UNEP's Financial Policies and Procedures is rated Highly Satisfactory.

Completeness of Financial Information

163. The Reviewer was able to obtain all applicable items related to the financial management of the project, including: the detailed budget submitted and approved by the GEF, funds transfer documents ('cash advances') from UNEP to RECC, yearly audit reports by an independent firm, partner cooperation agreements and documentation for all amendments/revised budgets.

164. The project's financial management is complete. The detailed project budget was developed per component; thus reporting was following expenditure per component, too. The expenditures match the approved budget.

165. Financial management did not have any negative influence on the actual implementation of project activities. The flow of funds between UNEP, RECC and

Contractors did not encounter any problem and allowed for a smooth implementation of project activities.

166. The committed co-finance is in-kind and amounts to 452,340 USD. The total co-financing provided is 452,340 USD (100% of Planned co-financing). Project budget and expenditure is provided in **Annex VI**.

167. The completeness of financial information was rated as Highly Satisfactory.

Communication Between Finance and Project Management Staff

168. The project's EA, RECC, noted that collaborative efforts between the Project Management Staff and the Finance team were instrumental in the diligent planning of the subsequent quarter's budget. A proactive approach was taken to ensure that the budget aligned smoothly and continuously with project objectives and financial constraints.

169. A key component of this financial oversight was the implementation of a rigorous comparison between actual expenditures and predetermined thresholds. This served as a dynamic trigger point, prompting timely corrective measures in cases where deviations were identified. The analysis of event related expenditures can be a good example of implementing necessary corrective measures in the budget in agreement with UNEP.

170. For example, the management team scrutinized and analyzed the real expenditures for events categorized by size and type throughout the year. Subsequently, following communication with UNEP, adjustments were made to the project budget for the events.

171. Communication between Finance and Project Management Staff is rated Highly Satisfactory.

Rating for Financial Management: Highly Satisfactory

F. Efficiency

172. The project management structure, as outlined in the ProDoc, was efficient in generating the project outcomes. RECC lead activities and contracted sub-consultants for specific deliverables. This oversight ensured that the project was technically robust and was implemented in keeping with the overall project objective. Stakeholders noted that there was excellent project management and communication from the project team.

173. The project deliverables were designed to maximise efficiency. The use of digital tools (e.g. Climate Change Data Management System) and the integration of activities with national and local frameworks (e.g. Covenant of Mayors) increased impact while reducing costs. The training was delivered online and recorded and will be available for future learning, which is efficient use of resources for training future users of the systems.

174. The project effectively leveraged additional resources beyond the initial commitment, including in-kind contributions for reviewing project deliverables and expert consultation meetings on GHG inventory, which indicates efficient resource utilization. The project also capitalized on pre-existing institutions and frameworks, such as the CoM and existing line ministry roles and responsibilities.

175. The project extension, as a result of the COVID-19 pandemic, was necessary to complete the project deliverables. With the exception of these delays, the project

activities were delivered in a timely manner. In response to the COVID-19 pandemic, the project adapted its training modules to an online format, demonstrating flexibility and efficient use of time and resources. This pivot to online training not only ensured continued engagement but also potentially broadened the reach of these sessions.

Rating for Efficiency: Highly Satisfactory

G. Monitoring and Reporting

Monitoring Design and Budgeting

176. There was a clear structure for monitoring and evaluation. An M&E budget and work plan was provided in the ProDoc, which also included an indicative budget. It also provided the timeframe, and responsible parties. The vast majority of M&E activities were led by the CTA, with support from the project director or finance officer. The exceptions are the audits (independent auditors were contracted) and Terminal Evaluation (this review). The M&E activities were sufficient to meet the needs of the project.
177. In addition, the recording and preparation of M&E activities were included in the staff Terms of References included in the ProDoc, ensuring that this would be picked up during implementation.
178. Monitoring Design and Budgeting is rated as Highly Satisfactory.

Monitoring of Project Implementation

179. At the start of the project, a detailed workplan was provided to the PSC. The project was monitoring thoroughly and consistently throughout implementation. Several progress monitoring reports, such as the PIR, HYPR and SCM provided detailed updates of status on progress against core indicators, stakeholder engagement, gender, etc. It also reviews risks and identifies measures to reduce or mitigate, thereby helping the project to achieve its goals despite challenges.
180. Some stakeholders noted the project implementing team were actively engaged in evaluating and monitoring the progress of the project. For example: *"The board was engaged in the evaluation of the progress of the implementation of the project"* (UNDP).

GEF Portal question 1: What was the performance at the project's completion against Core Indicator Targets?

The core indicator targets were number of direct beneficiaries disaggregated by gender as co-benefit of GEF investment: 147 women; 148 men. The project made a considerable progress with 186 males (26% higher than the target) and 196 (33% higher than the target) female beneficiaries across all meetings and events.

181. Monitoring of project implementation is rated as Highly Satisfactory.

Project Reporting

182. As noted above, project reporting has been extensive and to a high quality. The project Implementing Agency, UNEP, have confirmed that their reporting requirements have been satisfactorily fulfilled.
183. Project Reporting is rated as Highly Satisfactory.

Rating for Monitoring and Reporting: Highly Satisfactory

H. Sustainability

Socio-political Sustainability

184. As Georgia has signed the Paris Agreement, there will continue to be a strong political need to address climate change and meet the requirements of the ETF. Therefore, there is likely to be political will to maintain the outputs of this CBIT project.
185. The project enjoyed consistent support and engagement from government bodies, civil society organizations, and international entities. Regular feedback and active participation in project activities, such as the PSC meetings, indicate a high level of ownership and commitment. Stakeholders demonstrated their willingness to continue their involvement in the project outputs and understand the benefits of sustaining the project benefits.
186. The project's focus on strengthening vertical integration, particularly through the MDCP, ensures that local administrations are better equipped and motivated to report on and implement SECAPs.
187. Socio-political sustainability is rated as Likely.

Financial Sustainability

188. The financial sustainability of the project outcomes appears to be contingent on the ability of the country to finance the adequate engagement of national and sub-national roles, tools and data flows to gather, analyse and report transparency information. This relies on ongoing financial investment, annual budgets and support as well as the cost-effectiveness of the systems developed, and where possible enhanced by international/ local co-financing for further development.
189. Through the review of the project outputs and discussions with stakeholders, Components 2 and Component 3 involving national level transparency activities were found likely to have strong financial sustainability. The output of these 2 components, i.e. the updated national GHG inventory system and the Climate Change Online Data Management System, will be managed by MEPA and therefore will benefit from continued financial support at a governmental level.
190. However, Component 1, which delivered outputs at the municipality level, has a less certain financial future. Stakeholders noted that their municipality budgets alone would not be sufficient to continue the use and maintenance of SECAPs. Future funding sources are not explicitly mentioned in the deliverables, and the success of the contributed use of SECAPS requires that the work started attracts further future sustained investments, likely from a mixture of governmental and international sources. The initial project was supported by GEF funding and co-financing, indicating a precedent for financial collaboration which could be leveraged for future sustainability.
191. The developed methodologies and systems, such as the Climate Change Online Data Management System, are likely to be cost-effective in the long run, reducing the financial burden for continued operation and maintenance. However, maintenance, development and ongoing training and capacity development still needs resourcing and financing.
192. Financial sustainability is rated as Moderately Likely.

Sustainability of the Institutional Framework

193. The project's impact on institutional frameworks and governance indicates a positive outlook for sustainability. The establishment of bodies like the Climate Change

Council, the MDCP and the development of systems for data management and reporting have created a strong institutional foundation with tools, structures, and standards for engaged stakeholders to use. Deliverables included developing MoUs, MPGs and other documents which helps cement the project outputs within a governance and legal framework beyond the project closure. As noted in Section D effectiveness above, 23 municipalities are owners of SECAPs, with 7 having adopted them into the local councils and the rest are in the process of adoption. The development of QA/QC modalities and procedures, as well as various methodologies for mitigation action assessment, contribute to a robust legal and accountability framework.

194. The project's emphasis on capacity building within institutions, particularly at the municipal level, has helped develop expertise and improve self-sufficiency. Extensive training and technical assistance provided to municipal stakeholders and public awareness initiatives (e.g., media training seminars) have fostered a better understanding and ability to implement mitigation and adaptation measures. This increased capacity at local and national levels is crucial for the continued development and application of project outcomes. However, it was noted during the stakeholder interviews with sector experts and agency representatives the need for additional junior expert support and succession planning to strengthen Georgia's pool of experts.
195. The alignment of project activities with national climate policies and strategies, such as the Climate Action Plan of Georgia, starts the development of institutional frameworks that are in sync with broader national priorities, enhancing its sustainability. The piloting of systems like the Climate Change Online data tools for municipalities SECAPS, NDC tracking, QA/QC system for GHG inventory enhances the likelihood of their effective integration into national processes.
196. Institutional Framework sustainability is rated as Likely.

Rating for Sustainability: Moderately Likely

I. Factors Affecting Performance and Cross-Cutting Issues

Preparation and Readiness

197. No specific weaknesses in project design were identified during the implementation. While the ProDoc only provided high level information on initial staffing and financing arrangements, the overall management and implementation suggest that these aspects were adequately addressed with suitably resourced engagement and training activities. The project included active cooperation with project partners and stakeholders, including regular feedback gathering and engagement through the PSC meetings. This level of engagement included assessing and confirming partner capacities and development of partnership agreements.
198. The project had substantial engagement with a variety of stakeholder groups, in the form of numerous meetings, workshops, and training events with government, municipalities, civil society, and the private sector. This indicates a high level of well-planned and organised stakeholder involvement, which was crucial for the project success.
199. Preparation and readiness is rated as Highly Satisfactory.

Quality of Project Management and Supervision

200. The project executing agency, RECC, exhibited strong leadership in delivering project outputs and collaborating with project partners. Regular feedback and active cooperation in meetings and workshops demonstrate a good flow of information. The effective coordination among these groups indicates a well-managed team structure.
201. Stakeholders also noted the role RECC and the project team had in delivering the project results. Many identified the project team as a reason for the project's success, as communication with timely and smooth, stakeholders had access to all necessary information, the project team had perfect cooperation, and good management with ample human resources participating.
202. The project team adapted to challenges like the COVID-19 pandemic by shifting in-person training modules to online formats, showcasing effective risk management and problem-solving abilities.
203. Quality of project management and supervision is rating as Highly Satisfactory.

Stakeholders Participation and Cooperation

204. The project took a comprehensive and inclusive approach to stakeholder engagement, through effective involvement of a wide range of stakeholders, including national and sub-national public bodies, civil society organizations, international organizations, the private sector, and various governmental ministries. This diverse participation indicates a strong commitment to ensuring broad representation and input in the project's activities and decision-making processes.
205. The PSC, consisting of representatives from key stakeholder groups, met regularly (every six months) to provide feedback and guide project implementation. This included representatives from national government who have indicated a willingness to continue to support the project objectives after project closure.
206. The project experienced high participation rates in training and technical assistance sessions, along with positive feedback from participants, indicating effective stakeholder engagement and satisfaction with the project's initiatives.
207. The project collaborated with various partners and leveraged additional resources, including in-kind contributions, to support its objectives. This collaboration enhanced the project's capacity to deliver on its objectives.

GEF Portal question 2: What were the progress, challenges and outcomes regarding engagement of stakeholders in the project/program as evolved from the time of the MTR?

A Mid-Term Review was not conducted. The project enjoyed high stakeholder engagement throughout the entire work programme. It should be noted that the project team continued to maintain high levels of engagement during the COVID-19 pandemic, when everyone had to adapt to new ways of working. The project team noted benefits in hosting online training to in fact improve engagement for those who had previously been unable to travel to attend capacity building sessions.

208. Stakeholder participation and cooperation is rated as Highly Satisfactory.

Responsiveness to Human Rights and Gender Equality

209. With regards to human rights, this project focused on building Georgia's capacity to meet the ETF requirements and transparency in climate change. Although this project has incorporated participation of various stakeholders into its activities throughout, no other human rights considerations are deemed relevant.

210. The project incorporated gender considerations in its activities and took a proactive approach to ensure gender inclusivity in the training and technical assistance meetings. The project team ensured that women and men equally accessed the project resources and services and fostered equal participation to the technical assistance meetings. The meetings moderator/facilitator uses predetermined techniques to enhance women's active participation in the events, e.g., giving equal time to male and female participants to express their opinions.
211. The project had to adopt affirmative action with regards to the MDCP platform. The majority of mayors involved in the project were men, with only two women serving as mayors. In response to this gender disparity, the Project team made a conscious effort to encourage these two female mayors to assume leadership roles within the MDCP platforms by encouraging them to nominate themselves as a Chair of the MDCP. Their performance in these roles has been exemplary, demonstrating the value of diverse representation in leadership positions.
212. All project reports include the attendance disaggregated by gender, as well as the level of women's engagement in the Q&A discussions and activities.

GEF Portal question 3: Were the completed gender-responsive measures and, if applicable, actual gender result areas?

The project developed a gender action plan which set out the gender-responsive measures. To apply the UN Cooperative Framework gender marker, this project would align with a gender score of "1: Gender partially mainstreamed," as it has incorporated gender considerations throughout its activities, has gender specific indicators, and has collect sex-disaggregated data.

213. Responsiveness to human rights and gender equity is rated as Highly Satisfactory.

Environmental and Social Safeguards

214. The project adhered to UNEP's environmental and social safeguards policy. Due to the nature of the project activities, the project carried a low risk of direct environmental and social impacts and in-fact improve the country's ability to spot and mitigate negative impacts.
215. The PIR, produced annually, reviewed the environmental and social safeguards risk to ensure that if there was a change in risk level, or a new risk identified, that appropriate mitigation measures would be identified and recorded.

GEF Portal question 4: What was the progress made in the implementation of the management measures against the Safeguards Plan submitted at CEO Approval? The risk classifications reported in the latest PIR report should be verified and the findings of the effectiveness of any measures or lessons learned taken to address identified risks assessed.

The latest PIR report noted that "there were no major anticipated safeguard risks for this project and no environmental and social safeguard-responsive measures were documented at CEO Endorsement/ Approval in social safeguard action plan or equivalent". Indeed, since the project focused mainly on normative work and capacity building at the institutional level, the project's environmental and social risks are very low.

216. Environmental and Social Safeguards is rated as Highly Satisfactory.

Country Ownership and Drivenness

217. Interviews with stakeholders have indicated a strong sense of country ownership and drivenness. The project has achieved this by active and sustained engagement from

government, particularly the project's beneficiary MEPA, throughout the project's lifecycle. As noted above, The Climate Change Online Management System is fully operated by MEPA, with other stakeholders remaining as system users.

218. The project conducted extensive training and capacity-building sessions to improve skills and knowledge within the country, but also ensured that the country developed internal capabilities to sustain the project's outcomes.

219. Country ownership and drivenness is rated as Highly Satisfactory.

Communication and Public Awareness

220. The project demonstrated significant efforts in communication and public awareness, by effectively using various communication channels and methods, ranging from media engagement and technical assistance to industry-specific events and digital platforms.

221. The project conducted special training events and seminars for journalists and media producers, focusing on raising awareness about climate change. This approach targeted media professionals as key disseminators of information to the public, showcasing a strategic approach to public awareness, and aligned with modern digital approaches.

222. In addition, the project team presented the impacts of major climate conferences (COP26 and COP27) and discussed national and municipal climate change policies. These meetings, attended by over a hundred participants from various sectors, highlighted the project's efforts to disseminate crucial climate change information.

GEF Portal question 5: What were the challenges and outcomes regarding the project's completed Knowledge Management Approach, including: Knowledge and Learning Deliverables (e.g., website/platform development); Knowledge Products/Events; Communication Strategy; Lessons Learned and Good Practice; Adaptive Management Actions?

In essence, the project itself is about knowledge management. The project outputs, including the Climate Change Data Management System, is a platform for knowledge sharing and good practice.

The provision of technical assistance for the SECAPs, national GHG inventory improvements, and NDC tracking are all knowledge events and allowed for communication of lessons learned and good practice. Each session included Q&A to allow participated to raise questions and share experiences with each other and the project team.

Regular meetings of the PSC and Climate Change Council were held. These meetings provided platforms for discussion, coordination, and feedback on project implementation, signifying an ongoing dialogue and knowledge exchange. A website was also created for the project to help facilitate communication between these groups.

223. Communication and public awareness is rated as Highly Satisfactory.

Rating for Factors Affecting Performance and Cross-Cutting Issues: Highly Satisfactory

VI. CONCLUSIONS AND RECOMMENDATIONS

A. Conclusions

224. The project successfully delivered on its intended outcomes and has effectively improved Georgia's capacity to meet the requirements of the ETF under the Paris Agreement. The project was fully aligned to the priorities of GEF, UNEP and the Georgian government.
225. The project was well designed, and well executed. It responded to the changing external context, in this case the COVID-19 pandemic, and while this presented challenges for field work and data gathering, the project team saw it as an opportunity to pivot to online delivery of capacity building sessions which helped reach a wide audience of stakeholders. This training has been recorded and can be reviewed by stakeholders as needed.
226. The project was proactive and gender responsive. The project team successfully engaged women throughout its activities, as is well recorded within the capacity building reports.
227. Component 1 focussed on bringing municipalities together to build capacities on the development of SECAPs. The adoption of SECAPs into councils is an ongoing process and the project has left room for scaling up these operations into other municipalities.
228. Component 2 successfully developed the skills and expertise in the GHG inventory team as well as the improvement to some data flows for industrial and agriculture sectors. The project saw good new collaborations with NGO's such as the international Red Cross and created a model for integrating specialist organisations into the GHG inventory compilation activities.
229. Component 3 saw successes in the development of the NDC training methodologies and NDC tracking platform. Further developments are required to improve the functionality of the NDC tracking system to enable it to make calculations and to estimate specific action impacts.
230. The engagement and involvement of the project team in managing and coordinating the project was highly valuable. The project team successfully engaged stakeholders throughout the project, were efficient project managers, and delivered the outputs to a high standard. RECC provided significant technical expertise to the country and to the region and its engagement in the project with the various national stakeholders provide a strong opportunity to build sustainable network and hub for expertise around climate and the Paris agreement.
231. The key questions that remain are regarding sustainability and next steps for the project. Through this review, issues around financial sustainability in particular, but also around maintaining stakeholder interest and buy-in to the long-term benefits of the project, has presented opportunities for the next stages (CBIT II) and form the basis of the recommendations that follow.
232. The project also successfully answered the three Strategic Questions:
- Strategic Question 1: Do the State and non-State actors participating in the project report to the enhanced transparency framework arrangements under the Paris Agreement?** Yes. As noted above, five line ministries are reporting to the ETF through the Climate Change Online Data Management System developed by this project.
- Strategic Question 2: Did the project contribute to strengthening / improving transparency mechanisms of national institutions for domestic and UN conventions reporting?** Yes. MEPA is the beneficiary of several outputs of the project which will

help in domestic reporting. The information on collection of the NDC tracking data through the Climate Change Online Data Management System can be seen in Annual Reports of Georgia's 2030 Climate Change Strategy and 2021-2023 Action Plan for the years 2021 and 2022 (<https://mepa.gov.ge/Ge/Reports>). With regards to UN reporting, the modalities and procedures for QA/QC of the GHG Inventory will be piloted under Georgia's third BUR, and the GHG inventory improvements will be supporting the development of the first BTR.

Strategic Question 3: Did the State and non-State actors participating in the project use the new tools and the capacities developed by the project (Municipal Development Coordination Platform (MDCP), improved National GHG inventory system and NDC tracking system)? Yes. As demonstrated above, 23 municipalities are using the tools developed by the project to adopt SECAPs. New methodologies and management systems for the GHG Inventory and NDC tracking system have been submitted to MEPA. Non-State actors, in this case technicians in the private sector, have been trained on improved methodologies for the GHG inventory.

B. Summary of project findings and ratings

233. The table below provides a summary of the ratings and finding discussed in Chapter V.

UNEP Evaluation Office Validation of Performance Ratings:

The UNEP Evaluation Office formally quality assesses (see Annex X) management led Terminal Review reports and validates the performance ratings therein by ensuring that the performance judgments made are consistent with evidence presented in the Review report and in-line with the performance standards set out for independent evaluations.

The Evaluation Office assesses a Terminal Review report in the same way as it assesses the initial draft of a Terminal Evaluation report. It applies the following assumptions in its validation process:

- That what is being assessed is the contents of the report and the extent to which it makes a consistent and justifiable case for the performance ratings it records.
- That the consultant has, within the report, presented all the evidence that was made available to them.
- That the Review has been based on a robust Theory of Change, reconstructed where necessary, which reflects UNEP's definitions at all levels of results.
- That the project team and key stakeholders have already reviewed a draft version of the report and provided substantive comments and made factual corrections to the Review Consultant, who has responded to them. The Evaluation Office assumes, therefore, that it has received the Final (revised) version of the report.

In this instance the Evaluation Office validates the overall project performance rating at the **Highly Satisfactory** level.

Table 4 Summary of project findings and ratings

Criterion	Summary assessment	Rating	Justification for any ratings' changes due to validation (to be completed by the UNEP Evaluation Office – EOU)	EOU Validated Rating
Strategic Relevance		Highly satisfactory	Rating is validated.	Highly Satisfactory
1. Alignment to UNEP MTS, POW and strategic priorities	The project strongly aligns with UNEP MTS, POW and strategic priorities through developing capacities to meet the requirements of the ETF.	Highly Satisfactory	Rating is validated	Highly Satisfactory
2. Alignment to Donor/Partner strategic priorities	The project meets GEF's strategic priorities through its focus on climate change mitigation and adaptation, engaging a wide range of stakeholders, and gender responsiveness.	Highly Satisfactory	Rating is validated.	Highly Satisfactory
3. Relevance to global, regional, sub-regional and national environmental priorities	The project meets SDG 13 Climate Action, as well as Georgia's national priorities of meeting the Paris Agreement and improving transparency.	Highly Satisfactory	Rating is validated.	Highly Satisfactory
4. Complementarity with relevant existing interventions/coherence	The project coordinated with several parallel initiatives, including Georgia's climate action plan developed by GIZ, climate budget tagging developed by the World Bank, and sharing information with UNDP who are supporting Georgia prepare its first BTR.	Highly Satisfactory	Rating is validated.	Highly Satisfactory
Quality of Project Design	Overall the project had a high quality of design, with only one topic (sustainability) rated as moderately unsatisfactory.	Satisfactory	Rating is validated.	Satisfactory
Nature of External Context	While COVID-19 presented challenges, it also presented some opportunities to pivot to online working, which the project quickly adapted to.	Moderately Unfavourable	Rating is validated.	Moderately Unfavourable

Criterion	Summary assessment	Rating	Justification for any ratings' changes due to validation (to be completed by the UNEP Evaluation Office – EOU)	EOU Validated Rating
Effectiveness		Satisfactory	Rating is corrected. According to the weighted ratings table guidelines, ratings of HS and HS with ML warrants an overall HS effectiveness rating.	Highly Satisfactory
1. Availability of outputs	The project delivered 100% of its outputs.	Highly Satisfactory	Rating is validated. All outputs were successfully delivered.	Highly Satisfactory
2. Achievement of project outcomes	The project achieved 100% of its outcomes.	Highly Satisfactory	Rating is validated. All outcomes delivered as per outcome indicator targets set with the reservation that the achievement of outcomes does not assess ToC assumptions and drivers.	Highly Satisfactory
3. Likelihood of impact	The objective of the project was achieved, however there are key questions regarding the sustainability of the project.	Likely	The rating is changed from L to ML. Assumptions and drivers are assessed to hold partially.	Moderately Likely
Financial Management		Highly Satisfactory	Rating is validated	Highly Satisfactory
1. Adherence to UNEP's financial policies and procedures	All evidence indicates adherences to UNEP policies and procedures.	Highly Satisfactory	Rating is validated.	Highly Satisfactory
2. Completeness of project financial information	Good record keeping which is complete and available.	Highly Satisfactory	Rating is validated.	Highly Satisfactory
3. Communication between finance and project management staff	Evidence of good communication.	Highly Satisfactory	Rating is validated, noting that evidence is based on documents and interview with the executing agency, RECC.	Highly Satisfactory
Efficiency	The project was extended by 6-months to account for the delays as a result of the COVID-19 pandemic. Otherwise, the project was achieved in a timely and efficient manner.	Highly Satisfactory	The project had one justified project extension of six months and evidence suggests the project capitalized on pre-existing institutions and frameworks. The rating is revised from Highly Satisfactory to Satisfactory as per the UNEP Review Criteria rating matrix.	Satisfactory
Monitoring and Reporting		Highly Satisfactory	Rating is validated.	Highly Satisfactory

Criterion	Summary assessment	Rating	Justification for any ratings' changes due to validation (to be completed by the UNEP Evaluation Office – EOU)	EOU Validated Rating
1. Monitoring design and budgeting	A clear M&E budget and workplan was prepared.	Highly Satisfactory	While the workplan was well planned, gender reporting was not adequately included in the monitoring design. Rating changed from HS to S.	Satisfactory
2. Monitoring of project implementation	Sufficient M&E activities were undertaken during project implementation, with well-documented progress and routine reviews of risks.	Highly Satisfactory	Rating is validated.	Highly Satisfactory
3. Project reporting	Reporting requirements were fulfilled to a high standard.	Highly Satisfactory	Rating is validated.	Highly Satisfactory
Sustainability		Moderately Likely	Rating is validated.	Moderately Likely
1. Socio-political sustainability	Strong evidence of country ownership and government support at national and municipal level.	Likely	Rating is validated.	Likely
2. Financial sustainability	While component 2 and 3 are likely to have strong financial sustainability, as these are within the remit of national government, component 1 outputs at municipality level is more contingent on availability of finances for City Halls going forward.	Moderately Likely	Rating is validated.	Moderately Likely
3. Institutional sustainability	Strong legal framework in place, including MoUs and Government decrees.	Likely	Rating is validated.	Likely
Factors Affecting Performance		Highly Satisfactory	Rating is validated.	Highly Satisfactory
1. Preparation and readiness	No specific weaknesses in project design were identified during implementation.	Highly satisfactory	Rating is validated.	Highly satisfactory
2. Quality of project management and supervision	The project team were highly commended by stakeholders for their project management and coordination skills.	Highly satisfactory	Rating is validated.	Highly satisfactory
<i>2.1 UNEP/Implementing Agency:</i>	UNEP assisted the project team with reporting requirements and providing the cash advanced in a timely manner.	Highly satisfactory	Rating is validated, but noting little evidence provided of UNEP and TM roles.	Highly satisfactory

Criterion	Summary assessment	Rating	Justification for any ratings' changes due to validation (to be completed by the UNEP Evaluation Office – EOU)	EOU Validated Rating
<i>2.2 Partners/Executing Agency:</i>	The project team were communicative and effectively adapted to the challenges presented during project implantation (primarily COVID-19).	Highly satisfactory	Rating is validated.	Highly Satisfactory
3. Stakeholders' participation and cooperation	The high level of ownership and positive stakeholder feedback suggest strong engagement by the project team. Many stakeholders have indicated their continued interest in the project benefits.	Highly satisfactory	Rating is validated.	Highly Satisfactory
4. Responsiveness to human rights and gender equality	The project was gender responsive and made proactive attempts to engage women throughout the implementation. Women's participation in capacity building sessions was diligently recorded.	Highly satisfactory	Gender and HR responsiveness limited to participation of women. Lack of integration of women and HR in TOC discouraged substantive analysis and recognition at results and outcome level. Rating is changed from HS to MS.	Moderately Satisfactory
5. Environmental and social safeguards	The ESS were followed as per UNEP policy and were routinely reviewed during reporting periods e.g. within the PIR.	Highly satisfactory	Rating is validated.	Highly Satisfactory
6. Country ownership and driven-ness	Several project outputs have been submitted to, or are now owned by MEPA.	Highly satisfactory	Rating is validated.	Highly Satisfactory
7. Communication and public awareness	The project raised public awareness through several channels, including training for media representatives and presentations during major climate conferences.	Highly satisfactory	Rating is validated.	Highly Satisfactory
Overall Project Performance Rating		Highly Satisfactory	Rating is validated.	Highly Satisfactory

C. Lessons learned

Lesson Learned #1:	Sustainability of outcomes and benefits beyond closure is a significant challenge for capacity building projects in governmental institutions.
Context/comment:	Although stakeholders engaged well throughout the project and 23 local administrations reported SECAPs, sustained engagement is a challenge due to the multiple roles held by individuals and their current workload. Considerable effort is required for data collection at the municipality level, which needs to be sustained through resource development and training. It is important to understand and motivate organisations to provide the time and future training for sustained data gathering, analysis and reporting to decision makers. The assumption of sustainable funding for climate change actions needs to be met by adequate capacity and instrument development. In addition, the engagement and training of GHG inventory experts highlight the need to improve the succession, junior support and sustained knowledge of GHG inventory experts long term.
Lesson Learned #2:	CBIT projects have the opportunity to bring together the various transparency and climate change initiatives being implemented in a country at any one time.
Context/comment:	<p>CBIT project implementation typically happens a few years after project development. In the meantime, multiple parallel initiatives supporting transparency, delivered by either UNEP or other agencies, have developed. CBIT projects provide an additional opportunity to help government leads to navigate and integrate the different initiatives in country, avoiding duplication and inefficiency. This requires flexibility in the CBIT project to identify, understand, influence and integrate other transparency support activities into a single portfolio of improvement activities.</p> <p>The Georgia CBIT project exhibited elements of this integrating the SECAP support with ongoing support services provided by Energy Efficiency Centre (EEC).</p>
Lesson Learned #3:	Hybrid of virtual and in person activities can maximise efficiency and broaden a project's reach to different stakeholders.
Context/comment:	COVID-19 forced this CBIT project to adapt to new ways of working, including pivoting to online training and delivery. This provided opportunities to reach a wider array of stakeholders, especially for municipalities who had shortages in personnel and

	<p>who would not ordinarily be able to attend in-person meetings in Tbilisi.</p> <p>However, online meetings cannot always replace the benefit of relationships that are built face-to-face using a more personable communication style. This is often appreciated with people in government, and so in-person events should still play a role in CBIT projects. This can also provide a balance with challenges in computer literacy and comfort in attending online meetings.</p>
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Lesson Learned #4:	Gender responsiveness, such as pro-actively engaging with individual women to take up positions of leadership, is effective in strong participation of women and leads to positive gender outcomes.
Context/comment:	The project team identified where there may be discrepancies in the representation of women’s voices and took action to readdress the gender imbalance. This was most strongly noticed during the development of the MDCP platform, where the project team noted that only two women were serving as mayors within the municipalities that are part of the MDCP platform. The project team actively engaged these women and encouraged them to nominate themselves as Chair of the MDCP, which has resulted in strong leadership and benefits for the project.

Lesson Learned #5:	Establishing sustainable national and sub-national transparency electronic data systems supporting action is scalable and replicable.
Context/comment:	The CBIT project established the Climate Change Online Data Management System. The system helped municipalities to prepare their Sustainable Energy and Climate Action Plans (SECAP). It enabled the generation of an inventory report, which is an integral part of the SECAP. The system also allows to monitor NDC tracking on National level. The Climate Change Online Data Management System can be replicable in other countries or regions. The CBIT project team from the Republic of Azerbaijan has expressed interested in the system and how it works. The system also supports the connections between central and local governments on implementing NDCs into their own institutional and transparency frameworks. Georgia has shared the progress of activities as well as key lessons learnt through the CBIT Global Coordination Platform.

Lesson Learned #6:	Further refinement and embedding of systems and solutions are needed over time and over active cycles of information updates (e.g. GHG inventory).
Context/comment:	The CBIT project established an updated QAQC plan and system as well as updates and improvements to certain categories

	<p>within the greenhouse gas inventory. These improvements are in the process of being handed over to teams implementing the next update of the greenhouse gas inventory. It is important that these improvements are fully embedded properly into the next inventory updates cycle including iterative adjustments and amendments to their final implementation. This will require additional efforts to fully integrate following the conclusion of the CBIT project and potentially also increase initial burden on the inventory update teams which should be allowed for.</p>
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D. Recommendations

Recommendation #1:	Continued support for municipalities with SECAP updates and improvements through enhanced guidance and tools. This may include supporting the development of municipal level transparency systems and building institutional arrangements (e.g. governance and legal frameworks for data provision, data collection methods, tools for statistical analysis etc.).
Challenge/problem to be addressed by the recommendation:	Stakeholders have expressed their understanding of the importance of SECAPs, and many are in the process of adopting them into their local councils. However, several municipalities have raised concerns regarding the challenges of sustaining resources for SECAPs development and engagement with stakeholders. Municipalities flagged the need for additional support.
Priority Level:	High
Type of Recommendation	Project level
Responsibility:	MEPA and RECC
Proposed implementation time-frame:	During the design and implementation phase of a potential successor CBIT project.

234. Cross-reference(s) to rationale and supporting discussions:

- Section H Sustainability, Paragraphs 184 - 196

Recommendation #2:	Establish and strengthen the expertise and technical teams gathering and preparing data for various reports at national and sub-national level, including experts in UNFCCC review processes, through a programme of training. This programme should be gender responsive.
Challenge/problem to be addressed by the recommendation:	During the stakeholder interviews, IT sector experts and consultants noted that there was a need to develop expertise and in particular junior expertise to ensure sustainability and succession of Georgia's pool of experts. The system should provide a progression for junior experts and support for senior experts who can then focus on further development, improvement and long-term value of the systems developed under this CBIT project. This can include a programme of trainer training and

	activities to engage youth groups and university in transparency work functioning at a national and subnational level. This programme should be gender-responsive and proactively engage women in gaining expertise in this field.
Priority Level:	High
Type of Recommendation	Project level
Responsibility:	MEPA and RECC
Proposed implementation time-frame:	During the design and implementation phase of a potential successor CBIT project.

235. Cross-reference(s) to rationale and supporting discussions:

- Section H, Paragraph 194.

Recommendation #3:	Develop a living, all stakeholder transparency improvement plan to further elaborate and embed the management and coordination tools of the national transparency system. This would include enhancing the climate change online data management system, development of a central management coordination system, further developments of the national inventory database, report and document, integration of MRV of the land use change and forestry sector and integrating adaptation measures into the NDC tracking system.
Challenge/problem to be addressed by the recommendation:	The project has successfully delivered improvements to Georgia's GHG inventory and NDC tracking system. To help continue building on Georgia's capacities to meet the ETF requirements under the Paris Agreement, an improvement plan will help to coordinate ongoing and new transparency support provision, build on the momentum generated by this CBIT project and maintain and enhance stakeholder interest and buy-in in improving transparency systems, expertise and data flows in Georgia.
Priority Level:	Medium
Type of Recommendation	Project level
Responsibility:	MEPA and RECC
Proposed implementation time-frame:	During the design and implementation phase of a potential successor CBIT project.

236. Cross-reference(s) to rationale and supporting discussions:

- Section D Effectiveness, Paragraph 128-130

ANNEX I. RESPONSE TO STAKEHOLDER COMMENTS

Table 5 Response to stakeholder comments received but not (fully) accepted by the Reviewer, where appropriate

Page Ref	Stakeholder comment	Reviewer Response
17	Is there supposed to be a footnote here?	Removed redundant footnote reference.
18	Could rephrase? Results include information on performance across gender indicators?	Wording has been updated to “The survey results were disaggregated by gender”.
19	Could add text on the range of stakeholders involved, varying level of impact of project activities on diff groups surveyed, etc	Text updated as per the comment.
27	This statement seems to contradict what is mentioned in paragraph 75 below. Please check.	Text updated to be consistent with paragraph 75.
28	Is there a table needed for Expenditure by Outcome (+ expenditure ratio of actual to planned). Co-financing included in annex VI already so maybe not needed here.	Text updated to include reference to Annex VI in Paragraph 76.
28	The \$ 95,000 IA fee is not included in the 1 million. It is on top of it. Refer to section D, on page 3 of the GEF approved Project Document.	Text updated as per the comment.
30	I have specified which MTS and PoW we are referring to, for clarity.	Text accepted.
30	Can also mention alignment with the three priorities of the GEF CBIT - (1) Strengthen national institutions for transparency-related activities in line with national priorities; (2) Provide relevant tools, training, and assistance for meeting the provisions stipulated in Article 13 of the Paris Agreement; (3) Assist in the improvement of transparency over time.	Text updated as per the comment.
32	Satisfactory rating is consistent with the inception report as well, but in the Annex for this report, project preparation is rated as MS. Please cross check.	Text updated to be consistent with Annex of this report.
37	Might be good to specify the set of stakeholders we’re looking at, i.e. % of male/female MDCP stakeholder who claim to be in a better position to implement... (rather than just % men/women trained)	Text updated as per the comment.
39	Can you clarify why you have included the responses to strategic questions in the middle of the section on likelihood of impact? Unclear. We would suggest including these both in the Executive summary and in section IV Conclusions and Recommendation.	This is where the questions are placed in the Review Framework (Annex III), however it is accepted that the questions look out of place in this section. The questions have now been moved to above the likelihood of impact table. The questions have now been added to the Executive Summary and Section IV Conclusions and Recommendations as per the comment.
40	Wondering if this can be categorised as “some” - technically all targets set by outcome indicators have been achieved. Perhaps this can be clarified while also underlining the need for further stakeholder engagement and long term system usage.	More detail has been added to clarify the likelihood categories in the Likelihood of Impact table.

Page Ref	Stakeholder comment	Reviewer Response
40	Same comment as before - wondering if this text could be wrongly interpreted implying that project outcomes have not been achieved?	More detail has been added to clarify the likelihood categories in the Likelihood of Impact table.
27	The response to the question is supposed to be self-supporting, since it will be uploaded on the GEF portal alone. As such we cannot refer to past paragraphs.	Reference to past paragraphs removed.
48	"Will"? Or "has"?	Text updated to "has".
48	Here is a suggestion of edit to the response to the GEF question. Feel free to keep it if deemed appropriate.	Text accepted.
50	You may want to include answers to the 3 strategic question in this section. Refer to earlier comment.	The 3 strategic questions have been added to the section.
59	There is a reference issue here. The section on sustainability goes from para 183 to 195. Please check and correct.	Reference updated.
59	Do you mean "IT" in capital letters?	Text updated as per comment.
60	Same comment as above. Please check para reference.	Reference updated.
66	Reference problem. There is no Annex A. Please check.	Reference updated.
82	Rating has changed from Satisfactory to Moderately Satisfactory since inception report (NOTE - in the text above in the same report, the rating is "satisfactory" so perhaps this is a typo that needs to be corrected)	Final inception report issued 20/12/23 was MS and this is the correct rating. The typo has now been updated to be consistent.
92	We have reformulated this for clarity.	Text accepted.
92	Same comment as above.	Text accepted.
92	In each of the annual co-finance reports (attached to my email), there is a detailed breakdown of mobilized co-finance per component / PMC. You can take those figures and add them up to complete the missing information.	Co-finance figures updated using annual co-finance reports.
93	All reporting (including financial) was done in a timely matter and with the expected quality.	Rating for financial management is Highly Satisfactory.
126	These are the TORS of the Reviewer. What needs to be inserted here are the TORs for the <u>Review</u> itself.	Updated to review TOR.
12	Georgia preferred to develop 1 st BTR instead 3 rd BUR, since the funds were available only for one type of project.	Text accepted.
29	ToC is okay with us. We are wondering whether the assumption of sustainable funding for climate change actions needs to be met by adequate capacity and instrument development which could be a part of the following CBIT project	Comment included in Lesson Learned #1.

ANNEX II. PEOPLE CONSULTED DURING THE REVIEW

Table 6 People consulted during the Terminal Review

Organisation	Name	Position	Gender
UNEP	Julien Lheureux	Task Manager	Male
UNEP	Jiya Dhillon	Consultant	Female
RECC	Sophiko Akhobadze	Project Director	Female
RECC	Kakhaberi Mdivani	Project Manager	Male
RECC	Sopiko Gelashvili	Project Administrative Assistant	Female
RECC	Natia Pirashvili	National Capacity and Institutional Development Expert	Female
RECC	Grigol Lazrievi	GHG Inventory and Data Analysis Expert in Agriculture field	Male
RECC	Vasil Lebanidze	Software Developer	Male
RECC	Oliver Westwood	MDCP International Policy Consultant/International Mitigation Consultant	Male
RECC	Levan Vachiberidze	MDCP National Policy Consultant	Male
RECC	Medea Inashvili	MRV National Expert, GHG Inventory Expert	Female
Ministry of Environmental Protection and Agriculture (MEPA)	Nino Tkhlava	Head of Environment and Climate Change Department	Female
MEPA	Maia Tskhvaradze	Head of Climate Change Division	Female
Ministry of Economy and Sustainable Development (MOESD)	Margalita Arabidze	Head of Energy Policy Department	Female
MOESD	Nikoloz Kholodov	Chief Specialist at Energy Efficiency and Renewable Energy Policy Promotion Division	Male
MOESD	Elene Goksadze	Chief Specialist	Female
MOESD	Tamar Sabelashvili	Chief Specialist	Female
Ministry of Regional Development and Infrastructure (MRDI)	Zinaida Chkhaidze	Deputy Head of the Department of Infrastructure Policy and Partner Relations	Female
Ministry of Finance	Giorgi Machavariani		Male
Rustavi City Hall	Nino Doghonadze	Head of Department of Economic Development	Female
Rustavi City Hall	Tamar Tabatadze	Department of Economic Development	

Organisation	Name	Position	Gender
Batumi City Hall	Magda Chogadze	Municipal Policy Service, Chief Specialist of Municipal Policy Planning, Risk Management and Monitoring	Female
Bolnisi Municipality City Hall	Ana Khvadagiani	Department of Economic Development and Statistics Specialist	Female
Ozurgeti Municipality City Hall	Temuri Murvanidze	Head of the Communal Service Development and Improvement Division, Architecture, Spatial Planning, Infrastructure, and Communal Service Department	Male
Sagarejo municipality city hall	Fefe Esaiashvili	Category I Junior Specialist in Tourism	Female
Kutaisi City Hall	Jaba Gogonadze	Senior Specialist of the Second Category of the Economic Development and Transport Division of the Secondary Structural Unit of the Primary Structural Unit of the Kutaisi Municipality of the City Hall, Local Self-Government Property and Transport Management Service	Male
Dedoplistskaro City Hall	Ana Benashvili	Chief Specialist of the Procurement and Administrative Service of the City Hall for International Relations and Working with Non-Governmental Organizations	Female
Gori Municipality City Hall	Tinatin Khuroshvili	Mayor Advisor	Female
Gurjaani Municipality City Hall	Ledi turiashvili	Senior Specialist of the Infrastructure Division of the Infrastructure, Spatial Planning, and Architecture Department	Female
Chokhatauri Municipality City Hall	Iela Mdinardze	Head of the Privatization Department of the Economy and Property Management Service	Female
Kutaisi Municipality City Hall	irakli goglichidze	Head of the Economic Development and Transport Department of the Secondary Structural Unit of the Primary Structural Unit of Kutaisi Municipality, Local Self-Government Property and Transport Management Service	Male
Baghdati Municipality City Hall	Giga Lominadze	Third Category Senior Specialist, Department of the Economic Development, Relations with Local and International Donor Organizations	Male
Mtskheta Municipality City Hall	Nana Kapanadze	Head of Tourism Department	Female
Zugdidi Municipality Council	Sandro Sordia	Chairman Legal, Mandate and Human Rights Commission	Male
Infrastructure Projects Management and Transport Service	Iagor Romanashvili	Head of the Transport Department	Male
Administration of the State Representative in Guria Region	Vakhtang Gvelebiani	Deputy Head of Regional Projects Coordination Service	Male
Environmental Information and Education Centre	Koba Chiburdanidze	GHG National Consultant on LULUCF Settlements sector	Male

Organisation	Name	Position	Gender
Energy Efficiency Centre	Elene Gvilava	Project Manager	Female
Energy Efficiency Centre	George Abulashvili	Director and National Coordinator	Male
Roteskreuz (Austrian Red Cross)	Ina Girard	GHG Inventory Expert in Medical Care Sector	Female
Greens Movement of Georgia/Friends of the Earth	Rusudan Simonidze	Greens Movement of Georgia/Friends of the Earth	Female
UNDP	Ekaterine Mikadze	"EU4Climate" and "Climate Promise" Project Coordinator	Female
GeoStat	Giorgi Sanadze	Subcontractor	Male
GeoStat	Goga Talakhadze	Subcontractor	Male
GARCAE	Sulkhan Suladze	Subcontractor	Male

ANNEX III. REVIEW FRAMEWORK/ MATRIX

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
Criterion A: Strategic Relevance			
<i>A.1. Alignment to the UNEP's Medium-Term Strategy¹¹ (MTS), Programme of Work (POW) and Strategic Priorities</i>			
To what extent the project was aligned to the MTS and POW under which it was approved?	Extent to which the project was aligned to the MTS and POW at approval.	Project Document, Progress Reports, PIRs, UNEP staff	Desk review, Interviews, Triangulation
To what extent the project was aligned to the Bali Strategic Plan for Technology Support and Capacity Building?	Extent to which the project was aligned to the Bali Strategic Plan for Technology Support and Capacity Building.	Project Document, Progress Reports, PIRs, UNEP staff	Desk review, Interviews, Triangulation
To what extent the project was aligned to the UNEP Strategy for South-South and Triangular Cooperation?	Extent to which the project was aligned to the UNEP Strategy for South-South and Triangular Cooperation.	Project Document, Progress Reports, PIRs, UNEP staff	Desk review, Interviews, Triangulation
<i>A.2. Alignment to GEF Priorities</i>			

¹¹ UNEP's Medium-Term Strategy (MTS) is a document that guides UNEP's programme planning over a four-year period. It identifies UNEP's thematic priorities, known as Sub-programmes (SP), and sets out the desired outcomes, known as Expected Accomplishments (EAs), of the Sub-programmes. <https://www.unenvironment.org/about-un-environment/evaluation-office/our-evaluation-approach/un-environment-documents>

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
To what extent is the project suited to, or responding to, donor priorities?	Extent to which the project is suited to, or responding to, donor priorities.	Project Document, Progress Reports, PIRs	Desk review, Triangulation
<i>A.3. Relevance to regional, sub-regional and national environmental priorities</i>			
To what extent is the project aligned with the global priorities such as the SDGs and Agenda 2030?	Extent the project is suited, or responding to, the environmental concerns and needs of Georgia	Project Document, Progress Reports, PIRs, National policies and programmes, UNEP staff, project staff, project partners and beneficiaries	Desk review, Interviews, Focus group discussions, Triangulation
To what extent is the project suited, or responding to the environmental concerns and needs of the Georgia?	Extent the project is suited, or responding to, the environmental concerns and needs of Georgia	Project Document, Progress Reports, PIRs, National policies and programmes, project partners and beneficiaries	Desk review, Interviews, Focus group discussions, Triangulation
<i>A.4. Complementarity with existing interventions</i>			
To what extent has the project explored and built complementarity with other existing initiatives that address similar needs of the same target groups and are implemented by UNEP, national entities or other organizations?	Evidence and extent of complementarities	Project Document, Progress Reports, PIRs, National policies and programmes, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
Criterion B. Quality of Project Design			

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
<i>See Annex V.</i>			
Criterion C: Nature of External Context			
Was the implementation of the project responsive to political, legal, economic, institutional, etc., changes in the country occurred during its implementation period?	Identification of political, legal, economic, institutional changes in the country and extent to which the project was appropriately responsive to them	Project Document, Progress Reports, PIRs, National policies and programmes, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
Criterion D: Effectiveness			
<i>D.1. Availability of Outputs</i>			
Was the project successful in delivering its outputs as per its Results Framework included in the project document?	Indicators included in the Results Framework at output level	Project Document, Progress Reports, PIRs, project partners and beneficiaries, UNEP staff, project staff, project deliverables	Desk review, Interviews, Focus group discussions, Triangulation
Did the outputs delivered meet expected quality standards?	Level of satisfaction of stakeholders involved in the delivery of outputs	Project Document, Progress Reports, PIRs, project partners and beneficiaries, UNEP staff, project staff, project deliverables	Desk review, Interviews, Focus group discussions, Triangulation
Was the project successful in delivering the planned outputs in a timely	Identification of delays	Project Document, Progress Reports, PIRs, project partners	Desk review, Interviews, Focus

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
manner? In case of delays, what were the reasons behind?		and beneficiaries, UNEP staff, project staff, project deliverables	group discussions, Triangulation
What were the reasons behind any failures/successes of the project in delivering its outputs?	Identification of reasons for failures/successes	Project Document, Progress Reports, PIRs, project partners and beneficiaries, UNEP staff, project staff, project deliverables	Desk review, Interviews, Focus group discussions, Triangulation
Were stakeholders appropriately involved in delivering programmed outputs?	Extent of stakeholders' participation	Project Document, Progress Reports, PIRs, project partners and beneficiaries, UNEP staff, project staff, project deliverables	Desk review, Interviews, Focus group discussions, Triangulation
<i>D.2. Achievement of Project Outcomes</i>			
To what extent have the targets of outcome indicators been achieved?	Indicators included in the Results Framework at outcome level	Project Document, Progress Reports, PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
What are the areas in which the project had the greatest and fewest achievements? And what were the contributing/hindering factors?	Identification of contributing and hindering factors	Project Document, Progress Reports, PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
<i>D.3. Likelihood of impact</i>			

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
Is there evidence that the objective of the project has been achieved?	Identification of evidence	Project Document, Progress Reports, PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
Strategic Question 1: Do the State and non-State actors participating in the project report to the enhanced transparency framework arrangements under the Paris Agreement?	Identification of State and non-State actors adopting the enhanced transparency framework arrangements	Progress Reports, PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
Strategic Question 2: Did the project contribute to strengthening / improving transparency mechanisms of national institutions for domestic and UN conventions reporting	Identification of strengthening elements of the transparency mechanisms of national institutions for domestic and UN conventions reporting and brief explanation	Progress Reports, PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
Strategic Question 3: Did the State and non-State actors participating in the project use the new tools and the capacities developed by the project (Municipal Development Coordination Platform (MDCP), improved National GHG inventory system and NDC tracking system)?	Extent of adoption of the new tools and identification of adoption contributing or preventing factors	Progress Reports, PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
Criterion E: Financial Management			
<i>E.1. Adherence to UNEP's policies and procedures</i>			

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
How did the financial reporting and management adhere to the policies and procedures of UNEP?	Extent of adherence of financial reporting and management to the policies and procedures of UNEP	Contracts, financial reports, UNEP staff, project staff.	Desk review, Interviews, Triangulation
<i>E.2. Completeness of financial information 21. What is the level of completeness of</i>			
What is the level of completeness of financial information?	Level of completeness of financial information	Contracts, financial reports, UNEP staff, project staff.	Desk review, Interviews, Triangulation
How sound was the budget planning and execution? Did expenditures match the approved budget / work-plan? What were the reasons for under/overspent budget, if any?	Identification of difference between planned and executed budget and identification of reasons behind	Contracts, financial reports, UNEP staff, project staff.	Desk review, Interviews, Triangulation
To what extent did the financial management issues affect the timely delivery of the project or the quality of its performance?	Identification of elements of financial management issues that affected the timely delivery of the project or the quality of its performance	Contracts, financial reports, UNEP staff, project staff.	Desk review, Interviews, Triangulation
What levels of co-financing did the project obtain (percent of planned)?	Evidence of co-financing and identification of reasons behind discrepancies obtained vs planned	Project Document, Progress Reports, PIRs, co-financing documents, project partners and beneficiaries, project staff	Desk review, Interviews, Triangulation
<i>E.3. Communication between financial and project management staff</i>			

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
To what extent did the communication issues between financial and project management staff affect the timely delivery of the project or the quality of its performance?	Identification of elements of communication issues that affected the timely delivery of the project or the quality of its performance	Contracts, financial reports, UNEP staff, project staff, Project Document, Progress Reports, PIRs, project partners and beneficiaries	Desk review, Interviews, Focus group discussions, Triangulation
Criterion F: Efficiency			
Was the use of financial and human resources and strategic allocation of resources (funds, human resources, time, expertise, etc.) to achieve outcomes of efficient and economical?	Extent to which there was an efficient and economical use of financial and human resources and strategic allocation of resources (funds, human resources, time, expertise, etc.) to achieve outcomes	Contracts, financial reports, UNEP staff, project staff, Project Document, Progress Reports, PIRs, project partners and beneficiaries	Desk review, Interviews, Focus group discussions, Triangulation
Was the project management structure as outlined in the project document efficient in generating the expected results?	Extent to which the project management structure as outlined in the project document was efficient in generating the expected results	Contracts, financial reports, UNEP staff, project staff, Project Document, Progress Reports, PIRs, project partners and beneficiaries	Desk review, Interviews, Focus group discussions, Triangulation
Were project funds and activities delivered in a timely manner?	Extent to which project funds and activities were delivered in a timely manner	Contracts, financial reports, UNEP staff, project staff, Project Document, Progress Reports, PIRs, project partners and beneficiaries	Desk review, Interviews, Focus group discussions, Triangulation
Were there any cost-effectiveness strategies in place to deliver project funds and activities?	Identification of cost-effectiveness strategies	Contracts, financial reports, UNEP staff, project staff, Project Document, Progress	Desk review, Interviews, Focus

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
		Reports, PIRs, project partners and beneficiaries	group discussions, Triangulation
Was the project extension necessary?	Extent to which a project extension could have been avoided (if any was approved) and identification of reason supporting the need for extensions	Contracts, financial reports, UNEP staff, project staff, Project Document, Progress Reports, PIRs, project partners and beneficiaries	Desk review, Interviews, Focus group discussions, Triangulation
Criterion G: Monitoring and Reporting			
<i>G.1. Monitoring Design and Budgeting</i>			
Was an M&E system in place for project monitoring?	Identification of M&E tools and procedures and assessment of their appropriateness	M&E system, Progress Reports, PIRs, UNEP staff, project staff	Desk review, Interviews, Triangulation
Were M&E activities organized and budgeted in a conducive way to achieve project's results?	Extent to which the organization and the budgeting of monitoring activities were conducive to achieve project's results and identification of budget gaps	M&E system, financial reports, Progress Reports, PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Triangulation
<i>G.2. Monitoring of Project Implementation</i>			
Was the M&E system effectively used to guide project implementation?	Identification of evidence	M&E system, Progress Reports, PIRs, UNEP staff, project staff	Desk review, Interviews, Triangulation

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
Was the M&E budget spent in accordance with M&E needs?	Identification of evidence	M&E system, Progress Reports, PIRs, UNEP staff, project staff	Desk review, Interviews, Triangulation
GEF Portal question 1: What was the performance at the project's completion against Core Indicator Targets? (For projects approved prior to GEF-7, these indicators will be identified retrospectively and comments on performance provided).	Core Indicator Targets identified retrospectively	M&E system, Progress Reports, PIRs, UNEP staff, project staff	Desk review, Interviews, Triangulation
<i>G .3. Project reporting</i>			
To what extent UNEP and donor reporting commitments have been fulfilled	Extent to which both UNEP and donor reporting commitments have been fulfilled	M&E system, financial reports, Progress Reports, PIRs	Desk review, Interviews, Triangulation
Criterion H: Sustainability			
<i>H.1. Socio-political sustainability</i>			
Are there any social or political factors that may influence positively or negatively the sustenance of project results and progress towards impact?	Identification of social or political factors that may influence positively or negatively the sustenance of project results and progress towards impact	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
What is the risk that the level of stakeholder ownership and capacities will be insufficient to allow for the project outcomes/benefits to be sustained?	Identification of the risk that the level of stakeholder ownership and capacities will be insufficient to allow for the project outcomes/benefits to be sustained	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
Do the various key stakeholders see that it is in their interest that the project benefits continue to flow?	Identification of stakeholders' interest and perception of it	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
Is there sufficient public/ stakeholder awareness in support of the long-term objectives of the project?	Extent to which public/ stakeholder awareness in support of the long-term objectives of the project exist	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
<i>H.2. Financial sustainability</i>			
To what extent project outcomes are dependent on future funding for the benefits they bring to be sustained?	Extent to which project outcomes are dependent on future funding for the benefits they bring to be sustained	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
What is the likelihood that financial resources will be available once the GEF assistance ends to support the continuation of benefits?	Evidence of the likelihood that financial resources will be available once the GEF assistance ends to support the continuation of benefits	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
H.3. Institutional sustainability			
To what extent has the project put in place frameworks, policies, governance structures and processes that will create mechanisms for accountability, transparency, and technical knowledge transfer after the project's closure?	Extent to which project put in place frameworks, policies, governance structures and processes that will create mechanisms for accountability, transparency, and technical knowledge transfer after the project's closure	PIRs, project partners and beneficiaries, UNEP staff, project staff, project deliverables	Desk review, Interviews, Focus group discussions, Triangulation
To what extent has the project developed appropriate institutional capacity (systems, structures, staff, expertise, etc.) that will be self-sufficient after the project closure date?	Extent to which project developed appropriate institutional capacity that will be self-sufficient after the project closure date	PIRs, project partners and beneficiaries, UNEP staff, project staff, project deliverables	Desk review, Interviews, Focus group discussions, Triangulation
Has the project achieved stakeholders' (including government stakeholders') consensus regarding courses of action on project activities after the project's closure date?	Identification of defined courses of action on project activities after the project's closure date	PIRs, project partners and beneficiaries, UNEP staff, project staff, project deliverables	Desk review, Interviews, Focus group discussions, Triangulation
What is the likelihood that gender and human rights issues promoted by the project will be supported after the project's closure date?	Identification of gender and human rights issues promoted by the project and identification of evidence of likelihood of support after project's closure date	PIRs, project partners and beneficiaries, UNEP staff, project staff, project deliverables	Desk review, Interviews, Focus group discussions, Triangulation
I. Factors Affecting Project Performance and Cross-cutting Issues			

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
<i>1.1. Preparation and readiness (included in design)</i>			
Were appropriate measures taken to either address weaknesses in the project design or respond to changes that took place between project approval, the securing of funds and project mobilization?	Evidence of appropriate measures taken to address weaknesses in the project design or respond to changes that took place between project approval, the securing of funds and project mobilization	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
What was the extent and quality of engagement of the project team with all the relevant stakeholder groups?	Quality and extent to which project team engage effectively with all relevant stakeholder groups	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
<i>1.2. Quality of Project Management and Supervision</i>			
To which extent the flow of information within project staff, PSC, project partners was conducive to achieve project results?	Extent to which the flow of information within project staff, PSC, and project partners was conducive to achieve project results	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
To what extent was the role of the implementing agency and the executive agency conducive to achieving project results? Were the efforts put in place by the two agencies relevant?	Extent to which the role of the two agencies was conducive to achieve project results	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
Did PSC provide effective leadership to achieve project results?	Evidence of PSC leadership	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
Were adaptive management measures necessary and appropriate to achieve project results?	Identification of adaptive management measures	PIRs, UNEP staff, project staff	Desk review, Interviews, Triangulation
<i>1.3. Stakeholder Participation and Cooperation</i>			
To which extent the project developed and leveraged the necessary and appropriate partnerships with stakeholders to achieve project results?	Extent to which the project developed and leveraged the necessary and appropriate partnerships with stakeholders to achieve project results	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
To which extent the project developed national government stakeholders supported the objectives of the project?	Extent to which the project developed local and national government stakeholders supported the objectives of the project	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
GEF Portal question 2: What were the progress, challenges and outcomes regarding engagement of stakeholders in the project/program as evolved from the time of the MTR? (This should be based on the description included in the Stakeholder Engagement Plan or	Identification of progress, challenges and outcomes regarding engagement of stakeholders in the project/program as evolved from the time of the MTR	PIRs, project partners and beneficiaries, UNEP staff, project staff Note: the question, included in the ToRs, is not relevant as no MTR was carried out. Therefore, the review will investigate the question from	Desk review, Interviews, Focus group discussions, Triangulation

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
equivalent documentation submitted at CEO Endorsement/Approval)		the beginning of the implementation.	
<i>1.4. Responsiveness to Human Rights and Gender Equity</i>			
To which extent cross cutting issues including human rights and gender equality were adequately considered in project design and implementation?	Extent to which cross cutting issues including human rights and gender equality were adequately considered in project design and implementation	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
GEF Portal question 3: Were the completed gender-responsive measures and, if applicable, actual gender result areas? (This should be based on the documentation at CEO Endorsement/Approval, including gender-sensitive indicators contained in the project results framework or gender action plan or equivalent)	Identification of gender-responsive measures and gender result areas	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
<i>1.5. Environmental and social safeguards</i>			
To what extent did the project adhere to the environmental and social safeguards laid out in UNEP policy?	Extent to which project adhered to the environmental and social safeguards laid out in UNEP policy	PIRs, UNEP staff, project staff	Desk review, Interviews, Triangulation
GEF Portal question 4: What was the progress made in the implementation of the management measures against the Safeguards Plan submitted at CEO	Identification of measures implemented against the Safeguards Plan submitted at CEO Approval	PIRs, UNEP staff, project staff	Desk review, Interviews, Focus

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
Approval? The risk classifications reported in the latest PIR report should be verified and the findings of the effectiveness of any measures or lessons learned taken to address identified risks assessed. (Any supporting documents gathered by the Consultant during this review should be shared with the Task Manager for uploading in the GEF Portal)			group discussions, Triangulation
<i>1.6. Country ownership and drivenness/championship</i>			
Have project partners and/or other relevant parties been building on project achievements?	Evidence of activities that build on project achievement	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
<i>1.7. Communication and Public Awareness</i>			
Where project communication and public awareness tools relevant and effective to support the achievement of project results?	Evidence of relevance and effectiveness of project communication and public awareness tools	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation
To what extent did the communication and public awareness affect project delivery or the quality of its performance?	Extent to which the communication and public awareness affected project delivery or the quality of its performance	PIRs, project partners and beneficiaries, UNEP staff, project staff	Desk review, Interviews, Focus group discussions, Triangulation

Main Review Criteria/ Questions	Review Indicators	Source of Data	Methods
<p>GEF Portal question 5: What were the challenges and outcomes regarding the project's completed Knowledge Management Approach, including: Knowledge and Learning Deliverables (e.g., website/platform development); Knowledge Products/Events; Communication Strategy; Lessons Learned and Good Practice; Adaptive Management Actions? (This should be based on the documentation approved at CEO Endorsement/Approval)</p>	<p>Identification of challenges and outcomes</p>	<p>PIRs, project partners and beneficiaries, UNEP staff, project staff</p>	<p>Desk review, Interviews, Focus group discussions, Triangulation</p>

ANNEX IV. KEY DOCUMENTS CONSULTED

Project planning and reporting documents

- Project Implementation Reports: 2021, 2022, 2023 and 2024
- Half Yearly Progress Reports: 2020, 2021, and 2022
- Steering Committee Meeting Minutes: 8 SCM plus final closing event
- Final Report

Financial Reports

- Independent Audits: 2020, 2021, 2022, 2023
- Expenditure reports: 2020 Q1, Q2, Q3, Q4; 2021 Q1, Q2, Q3, Q4; 2022 Q1, Q2, Q3, Q4; 2023 Q1, Q2, Q3
- Co-finance letters and report
- Final statement of accounts
- Cash advances

Project outputs – Overall

- CBIT project website: <https://itf.rec-caucasus.org/en/front/>
- Climate Change Online Data Management System: <http://itf.mepa.gov.ge/Login/Index?ReturnUrl=%2F>

Project outputs work package

- Deliverable 1: Document on MPGs for ETF implementation at the municipal level endorsed by a wide spectrum of stakeholders
- Deliverable 2: Draft legal acts and regulations for the implementation of municipal level MPGs submitted to the Government for adoption
- Deliverable 3: Functional Internet-Based Knowledge Hub and Help Desk for ETF Implementation
- Deliverable 4: Memorandums of Understanding (MoUs) on the implementation of Georgia's ETF with municipal authorities (signatories to the Covenant of Mayors for Climate and Energy) and other key stakeholders signed
- Deliverable 5: Detailed document with working procedures for ETF implementation at the municipal level
- Deliverable 6: MDCP Meeting Reports
- Deliverable 7: Basic guiding documents (under activity 1.2.4) and software tools (under activity 1.2.5) to support ETF implementation at the municipal level
- Deliverable 8: SECAP capacity building sessions
- Deliverable 9: Media training reports
- Deliverable 10: Guidelines (including a monitoring report template) for the municipal monitoring of climate policy implementation
- Deliverable 11: SECAP monitoring technical assistance
- Deliverable 12: Guidelines for the development of municipal SECAPs (including the definition of climate target, scope and indicators; SECAP template; and

methodology for defining municipal circumstances out of common formatting system)

- Deliverable 13: Technical Assistance Meetings for the Covenant of Mayors' Signatory Municipalities Meeting Report
- Deliverable 14: Report on the use of higher-tier methods for relevant source categories of industry (including cement production, lime production, steel production, and ferroalloys production), energy and agriculture sectors in at list 21 selected sites
- Deliverable 15: Country-specific emission factors for pre-selected industrial processes and product use (IPPU) (including cement production, lime production, steel production, and ferroalloys production), energy and agriculture sector key source-categories
- Deliverable 16: A functional data management system for the agriculture sector in at least 5 selected sites for selected key source categories
- Deliverable 17: A functional data management system for the waste sector in at least 5 selected sites for key source categories
- Deliverable 18: Modalities and procedures for the implementation of QA/QC adopted and piloted under the Third BUR, and one report of the training module on certification for verifiers of the GHG inventory and mitigation measures
- Deliverable 19: Modalities and procedures for data collection, reporting and enforcement on emissions of HFCs and PFCs
- Deliverable 20: 5-day training event for technicians on Methodologies for HFCs and PFCs data collection
- Deliverable 21: Documentation for accreditation of certification scheme for technicians on HFCs and PFCs submitted for national government approval
- Deliverable 22: Methodologies for assessing and reporting mitigation actions and policies, their effects and support needed and received
- Deliverable 23: Operational Software Tool for Tracking NDC Implementation and Avoiding Double Counting
- Deliverable 24: monitoring the implementation of Georgia's NDC through the electronic system
- Deliverable 25: COP meeting reports
- Deliverable 26: Information on the project uploaded to the CBIT global coordination platform
- Deliverable 27: Diagnosis methodology for identifying constraints and gaps in NDC implementation
- Deliverable 28: Database with transferred technologies and scientific activities conducted in the country
- Deliverable 29: Methodology for the development of evidence-based policy measures by incorporating the scientific community in the prioritization of climate friendly technologies
- Deliverable 30: Gap Analysis Report

Reference documents

- Project Document (ProDoc) approved by GEF
- CEO MSP Approval Letter

ANNEX V. ASSESSMENT OF PROJECT DESIGN QUALITY

A.	Operating Context	YES/NO	Comments/Implications for the review design <i>(e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)</i>	Section Rating	
1	Does the project document identify any unusually challenging operational factors that are likely to negatively affect project performance?	i) Ongoing/high likelihood of conflict?	No	The project document does not identify any likelihood of conflict. Several risks for the implementation of the project are identified: Constraints in data availability and accessibility; Staff turnaround at the national level; Lack of institutional buy-in; Limited coordination among institutions; Lack of high-level political willingness and commitment UNDAF drafted after 2020 weakens project results; National government not sustaining results after project end. Their identification is relevant and appropriate being the project aiming at promoting changes at institutional levels. The review will assess if other risks, not identified in the project document, actually materialized during the implementation of the project.	Moderately Satisfactory (MS=4)
		ii) Ongoing/high likelihood of natural disaster?	No	No mention of on-going or likelihood of natural disaster. Although the project document foresees data collection from industrial, agriculture and waste sites, surveys would be used. The project also foresees in-person training, which could be delayed or disrupted as a result of natural disaster. Therefore, the description of the likelihood of natural disaster would have been relevant to identify the operating context.	
		iii) Ongoing/high likelihood of change in national government?	No	No mention of on-going or likelihood of change in national government. However, Parliamentary elections were held in Georgia on 31 October and 21 November 2020; and local elections were held on 2 October, in all 64 municipalities of Georgia. Therefore, the description of ongoing/high likelihood of change in national, and municipal, government would have been relevant to identify the operating context.	
B.	Project Preparation	YES/NO	Comments/Implications for the review design <i>(e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)</i>	Section Rating:	
2	Does the project document entail clear and adequate problem and situation analyses?	Yes	The project document has dedicated and articulated sections to problem and situation analyses. The reasons behind the necessity to implement the project are clear. (Section: The global environmental and/or adaptation problems, root causes and barriers that need to be addressed.)	Moderately Satisfactory (MS=4)	

A.	Operating Context	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating
3	Does the project document include a clear and adequate stakeholder analysis, including by gender/minority groupings or indigenous peoples?	Yes	<p>No analysis was provided on indigenous peoples.</p> <p>The project document has a section dedicated to stakeholder analysis, which, due to the nature of the project, has a focus on institutions Industry sector: Civil Society Organizations (CSOs). Gender and minority groupings are not included in that analysis. Inter-Agency Commission on Gender Equality is identified as stakeholder, stakeholders consultation would be gender-inclusive and engagement process would be done with women groups (Section A.3. Stakeholders). The project document has a Gender Equality and Women's Empowerment (Section A.4) section reviewed Georgia's legislation and policy on gender equality. A reference to this section could have been included in the Stakeholder section.</p>	
4	<i>If yes to Q3: Does the project document provide a description of stakeholder consultation/participation during project design process? (If yes, were any key groups overlooked: government, private sector, civil society, gendered groups and those who will potentially be negatively affected).</i>	No	<p>Section A.3 only indicates that: "For the development of this project proposal, representatives of civil society organizations and a broad spectrum of stakeholders were engaged to contribute with their views through a range of public consultation activities. Stakeholders were actively involved in project proposal preparation and jointly agreed on the project outcome and output level results and activities for the establishment of an Enhanced Transparency Framework. In addition, a draft project proposal was presented and discussed with key stakeholders during a validation workshop for approval."</p> <p>An overview of the Stakeholder Engagement workshop, undertaken in December 2018, is provided in the PPG. This summarised the project outcome and outputs to stakeholders and provided them with an opportunity to identify measures to implement the project successfully. This document was submitted to the GEF alongside the Project Document. However, it is not mentioned in the Project Document. In the project document, a complete list of accompanying documents submitted to GEF could have been included.</p>	

A.	Operating Context		YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating
5	Does the project document identify concerns with respect to human rights, including in relation to sustainable development? (e.g. integrated approach to human/natural systems; gender perspectives, rights of indigenous people).		Yes	A gender analysis was not conducted during project preparation, however, the project document indicates: "The participation of women in municipality meetings and events is still low as compared to men's activity." and "the CBIT project will include measures that promote an active role of women and non-discrimination in their treatment and exercising their rights, while promoting public awareness and access to equal opportunities and treatment in employment and occupation". Gender issues will be considered during the review.	
C	Strategic Relevance		YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating:
6	Is the project document clear in terms of its alignment and relevance to:	i. UNEP MTS, PoW and Strategic Priorities (including Bali Strategic Plan and South-South Cooperation)	Yes	The alignment and relevance of the project to the UNEP relevant MTS and POW is clear.	Satisfactory (S=5)
		ii. GEF/Donor strategic priorities	Yes	The alignment and relevance of the project to the GEF strategic priority is clear: it is fully aligned with the donor's Capacity-building Initiative for Transparency (CBIT).	
		iii. Regional, sub-regional and national environmental priorities?	Yes	The project is relevant for the regional, sub-regional and national environmental priorities. However, "Land degradation is a significant problem for Georgia ¹² ", but Land Use, Land Use Change and Forestry (LULUCF) sector was not included in the project document. LULUCF sector, but only Settlements	

¹² Environmental Performance Review : Georgia 2016 / Environmental Performance Reviews Series No. 43, Georgia - Third Review // The United Nations Economic Commission for Europe (ECE) Environmental Performance Review Programme / United Nations, New York and Geneva, 2016.

https://www.unece.org/fileadmin/DAM/env/epr/epr_studies/ECE_CEP_177.pdf

A.	Operating Context	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating
			category, was included in the project revision approved on 1 April 2022 (Inclusion of LULUCF sector data in the requested SECAPs.)	
	iv. Complementarity with other interventions		The project builds on existing governmental institutions. The project document identifies the Low Emissions Development Strategy (LEDS), supported by USAID, and the preparation of the Fourth National Communication and Second Biennial Update Report, supported by GEF-UNDP. It identifies how the CBIT project will address complementarities with these projects.	
D	Intended Results and Causality	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating:
7	Are the causal pathways from project outputs (Availability of goods and services to intended beneficiaries) through outcomes (changes in stakeholder behaviour) towards impacts (long lasting, collective change of state) clearly and convincingly described in either the logframe or the TOC? (NOTE if there is no TOC in the project design documents a reconstructed TOC at Review Inception will be needed)	No	<p>The ToC identified the assumptions and drivers likely to impact the project outcomes and intermediate states. This included factors such as political stability, stakeholder participation and data sharing, and sustainable funding. It is easily understandable that the project objective is to support Georgia to meet the enhanced transparency framework (ETF) requirements under the Paris Agreement.</p> <p>It was not mandatory to include the ToC in the project document to GEF, but it was a requirement for UNEP approval. A ToC was prepared and submitted to GEF, along with the project document, but this is not mentioned in the project document. In the project document, a complete list of accompanying documents submitted to GEF could have been included.</p>	Satisfactory (S=5)
8	Are impact drivers and assumptions clearly described for each key causal pathway?	Yes	Several risks such are identified in the project document. Specific impact drivers are specified in the ToC.	
9	Are the roles of key actors and stakeholders, including gendered/minority groups, clearly described for each key causal pathway?	No	A.3. Stakeholders describe for each stakeholder Institution/entity its Function and roles specific to the CBIT project. However, roles of key actors and stakeholders are not associated to any causal pathway.	
10	Are the outcomes realistic with respect to the timeframe and scale of the intervention?	Yes	Outcomes are realistic with respect to the timeframe and scale of the intervention, also considering the 6-months extension approved on 20 Feb 2023.	

A.	Operating Context		YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating
E	Logical Framework and Monitoring		YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating:
11	Does the logical framework ...	i) Capture the key elements of the Theory of Change/ intervention logic for the project?	Yes	The ToC does not differ significantly from the intervention logic (as shown in the Results Framework); in the ToC drivers and assumptions are visualized.	Satisfactory (S=5)
		ii) Have appropriate and 'SMART' results at output level?	No	Formally, the outputs included in the Results Framework do not have indicators, and consequently neither baseline nor target values. The formulation of the outputs mean that the baseline is "the output does not exist" and the target "the output is provided/designed/implemented".	
		iii) Have appropriate and 'SMART' results at outcome level?	Yes	Appropriate SMART indicators are set for each outcome. Project document presents Objective level Indicators, Baseline and Targets in Annex A: Project Results Framework. <i>Indicator A Number of sectoral and local authorities that report to the ETF</i> might lead to misunderstanding since usually ETF refers to national reporting under Paris Agreement (i.e. at international fora). However, it is understood that "report to ETF" in this project means ministries and local administrations reporting under the national transparency system. "Report to ETF" could have been better explained in the context of the project, for example: "Report to the ETF of Georgia enabling it to comply with the Paris Agreements ETF".	
		iv) Reflect the project's scope of work and ambitions?	Yes	The results framework reflects the project's scope of work and ambitions.	
12	Is there baseline information in relation to key performance indicators?	Yes	The indicators of the outcome and objective of the project have baseline values reported in the Results Framework.		
13	Has the desired level of achievement (targets) been specified for indicators of outputs and outcomes?	Yes	The indicators of the outcome and objective of the project have target values reported in the Results Framework. However, formally, the outputs included in the Results Framework do not have indicators. It was not required to have output level indicators in the Results Framework (Annex A) since the project deliverables outlined in the Workplan (Annex K) serve as indicators for the outputs. This aspect could have been clearly mentioned in the project document.		

A.	Operating Context	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating
14	Are the milestones in the monitoring plan appropriate and sufficient to track progress and foster management towards outputs and outcomes?	Yes	Milestones for monitoring activities are include in Annex I: M&E Budget and Work Plan of the project document.	
15	Have responsibilities for monitoring activities been made clear?	Yes	Responsibilities for monitoring activities are include in Annex I: M&E Budget and Work Plan of the project document.	
16	Has a budget been allocated for monitoring project progress?	Yes	A costed M&E plan is presented in Annex I: M&E Budget and Work Plan of the project document.	
17	Is the workplan clear, adequate and realistic? (e.g. Adequate time between capacity building and take up, etc.)	Yes	Work plan is adequate, also considering the 6-months extension approved on 20 Feb 2023.	
F	Governance and Supervision Arrangements	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating:
18	Is the project governance and supervision model comprehensive, clear and appropriate? (Steering Committee, partner consultations, etc.)	Yes	Annex J: Project Implementation Arrangements of the project document is well articulated and defines the roles of the UN Environment Economy Division, The Regional Environmental Center for Caucasus (REC Caucasus), The Ministry of Environmental Protection and Agriculture; and the Project Steering Committee (PSC). The internal structure is also described: Project Management Unit (PMU) and Chief Technical Advisor (CTA). The review will assess the actual functioning of the implementation arrangements (did they actually work well and help the project to achieve its results?).	Satisfactory (S=5)
19	Are roles and responsibilities within UNEP clearly defined? (If there are no stated responsibilities for UNEP Regional Offices, note where Regional Offices should be consulted prior to, and during, the evaluation).	Yes	The role of UNEP is specified in detailed in Annex H: Project Implementation Arrangements of the project. It is understood that the involvement of UNEP is ensured exclusively by its GEF Climate Mitigation unit.	
G	Partnerships	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating:
20	Have the capacities of partners been adequately assessed? (CHECK if partner capacity was assessed during	No	The project document does not include an assessment of the capacity of the executing agency, RECC. It was determined that, considering the long-standing relationship between RECC and UNEP, and historically good performance by	Moderately satisfactory (MS=4)

A.	Operating Context	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating
	<i>inception/mobilisation where partners were either not known or changed after project design approval)</i>		RECC on GEF funded projects in the Caucasus, no assessment of capacities was required. RECC's strengths are mentioned in Annex J: Project implementation arrangements. The project document could have included simplified assessment or the justification for the lack of it.	
21	Are the roles and responsibilities of external partners properly specified and appropriate to their capacities?	Yes	The project document includes: A.3. Stakeholders a table with functions and roles. Annex J. Project implementation arrangements. The responsibilities are properly identified, but the project document does not include an assessment of the capacity of the partners.	
H	Learning, Communication and Outreach	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating:
22	Does the project have a clear and adequate knowledge management approach?	Yes	<p>The project has a clear and adequate knowledge management approach, presented in section A.8 Knowledge Management. Little description of the procedures for Learning, Communication and Outreach are described. The project document also indicates that "Other channels of communication and dissemination will be taken stock of during the inception phase: besides the CBIT Global Platform, RECC' offices in Armenia and Azerbaijan (where it runs a CBIT project) and the Covenant of Mayors could be included in the strategy." This aspect will be discussed with RECC during the preparation of the Terminal Review Report.</p> <p>The establishment of the inter-institutional communication mechanisms is an output expected from Project Director/Institutional Coordinator. One of the key outputs that would support Learning, Communication and Outreach is the internet-based knowledge hub and help desk for ETF implementation at the municipal level. In addition, specific trainings will target media representatives to give them the tools to communicate effectively on climate action.</p>	Satisfactory (S=5)
23	Has the project identified appropriate methods for communication with key stakeholders, including gendered/minority groups, during the project life? <i>If yes, do the plans build on an analysis of existing communication channels and networks used by key stakeholders?</i>	Yes	The project has appropriate methods for communication with key stakeholders. Methods for communication considering gender are not specifically described, but "context-specific stakeholder consultations will be organized during the implementation phase for each output; stakeholder engagement will be targeted, localized and gender-inclusive, based on basic principles of good practices."	

A.	Operating Context	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating
24	Are plans in place for dissemination of results and lesson sharing at the end of the project? <i>If yes, do they build on an analysis of existing communication channels and networks?</i>	Yes	A part of the budget will be allocated to knowledge management such as through the publication of lessons learned and participation in peer-to-peer exchange activities under the CBIT Global Coordination Platform.	
I	Financial Planning / Budgeting	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating:
25	Are the budgets / financial planning adequate at design stage? <i>(coherence of the budget, do figures add up etc.)</i>	Yes	The budget was adequate at design stage.	Satisfactory (S=5)
26	Is the resource mobilization strategy reasonable/realistic? <i>(E.g. If the expectations are over-ambitious the delivery of the project outcomes may be undermined or if under-ambitious may lead to repeated no cost extensions)</i>	Yes	A resource mobilization strategy is not included in or attached to the project document. However, the project is heavily co-financed. The project document indicates that "The MEPA will support resource mobilization, as necessary," this aspect will be conformed during the review.	
J	Efficiency	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating:
27	Has the project been appropriately designed/adapted in relation to the duration and/or levels of secured funding?	Yes	The project was appropriately designed and adapted in relation to the duration. The outbreak of COVID-19 pandemic and its effects in the budget and duration of the project were taking into account for the project revision (April 2023) and the extension (February 2023) will be investigated during the review.	Satisfactory (S=5)
28	Does the project design make use of / build upon pre-existing institutions, agreements and partnerships, data sources, synergies and complementarities with other initiatives, programmes and projects etc. to increase project efficiency?	Yes	The project intends to work through existing national ministries, with some CSOs and industries. Collaboration between involved ministries and governmental institutions is therefore expected to happen. The project document indicates that "synergies will also be sought with the other GEF funded CBIT projects in the region". This aspect will be further investigated with RECC during the preparation of the Terminal Review Report.	

A.	Operating Context	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating
29	Does the project document refer to any value for money strategies (i.e. increasing economy, efficiency and/or cost-effectiveness)?	No	The project document does not refer to any value for money strategies.	
30	Has the project been extended beyond its original end date? (If yes, explore the reasons for delays and no-cost extensions during the evaluation)	Yes	The COVID-19 pandemics led to considerable project delays, project was extended by 6 months to allow the successful project completion and achievement of project targets. Subsequently, the workplan was updated and there was a final budget revision No. 3 undertaken in August 2023, to make some minor reallocations across budget lines.	
K	Risk identification and Social Safeguards	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating:
31	Are risks appropriately identified in both the TOC/logic framework and the risk table? (If no, include key assumptions in reconstructed TOC at Evaluation Inception)	Yes	Risks are identified in the Results Framework and in the dedicated section "A.5 Risk" of the project document. ToC does not include risks, but presents assumptions. During the implementation of the review, the appropriateness of the identification of risks will be assessed again taking into consideration the actual context in which the project was implemented.	Satisfactory (S=5)
32	Are potentially negative environmental, economic and social impacts of the project identified and is the mitigation strategy adequate? (consider unintended impacts)	No	The project does not foresee any activities on the ground. It is a project aiming at improving transparency and reporting. As such, it is assumed that it cannot generate significant environmental, economic and social impacts during and after its implementation.	
33	Does the project have adequate mechanisms to reduce its negative environmental foot-print? (including in relation to project management and work implemented by UNEP partners)	No	There is no mechanism to reduce the environmental foot-print caused by its implementation. Although it is assumed that the environmental foot-print would not be significant, actually this have not been assessed. Negative environmental foot-print could have been assessed and adequate mechanisms to reduce it defined, for example Carbon footprint, mainly caused by travels and workshops.	
L	Sustainability / Replication and Catalytic Effects	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating:
34	Did the design address any/all of the following: socio-political, financial, institutional and environmental sustainability issues?	No	Sustainability issues are covered in the section "6. Innovation, sustainability and potential for scaling up". The section identifies ways to enhance technical aspects of the project in order to ensure a higher degree of sustainability. No socio-political, financial, institutional and environmental sustainability issues	Moderately Unsatisfactory (MU=3)

A.	Operating Context	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating
			are identified. Being an institutional project, these technical aspects may also be considered as institutional. However, the way the outcomes and their respective indicators have been designed is to sustain results / impact beyond the life of the project. The National government not sustaining results after project end was identified as a low risk. This aspect will be further investigated during Terminal review preparation.	
35	Was there a credible sustainability strategy and/or appropriate exit strategy at design stage?	No	A sustainability strategy is not identified in the project document.	
36	Does the project design present strategies to promote/support scaling up, replication and/or catalytic action? (if yes, capture this feature in the reconstructed TOC at Review Inception)	No	The project design does not entail strategies for scaling up or replication, but it states that activities have a potential to be scaled up. The section Potential for scaling up could have mentioned, for example: design of processes to achieve that more and more ministries and local authorities reporting to ETF; procedures for generalising the outputs of the project to allow it use as guidance in other regions; publicity of case studies including lessons learnt and good practices.	
M	Identified Project Design Weaknesses/Gaps	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating:
37	Were recommendations made by the PRC adopted in the final project design? If no, what were the critical issues raised by PRC that were not addressed.	Yes		Satisfactory (S=5)
38	Were there any critical issues not flagged by PRC? If yes, what were they?)			No rating applicable.
N	Gender Marker Score	SCORE	Comments	No rating applicable.
39	What is the Gender Marker Score applied by UNEP during project approval? (This applies for projects approved from 2017 onwards) UNEP Gender Scoring:	N/A	Reflections on whether the gender score appears appropriate.	

A.	Operating Context	YES/NO	Comments/Implications for the review design (e.g. questions, TOC assumptions and drivers, methods and approaches, key respondents etc)	Section Rating
	<p>0 = gender blind: Gender relevance is evident but not at all reflected in the project document.</p> <p>1 = gender partially mainstreamed: Gender is reflected in the context, implementation, logframe, or the budget.</p> <p>2a = gender well mainstreamed throughout: Gender is reflected in the context, implementation, logframe, and the budget.</p> <p>2b = targeted action on gender: (to advance gender equity): the principle purpose of the project is to advance gender equality.</p> <p>n/a = gender is not considered applicable: A gender analysis reveals that the project does not have direct interactions with, and/or impacts on, people. Therefore, gender is considered not applicable.</p>			

ANNEX VI. PROJECT BUDGET AND EXPENDITURES
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Table 7 Expenditure by Component

Component/sub-component/output All figures as USD	Estimated cost at design	Actual Cost/ expenditure
Component 1	GEF grant: 300,000 USD In-kind co-finance: 90,000 USD Total: 390,000 USD	GEF grant: 264,487 In-kind co-finance: 88,571 USD Total: 354,487
Component 2	GEF grant: 410,000 USD In-kind co-finance: 136,000 USD Total: 546,000 USD	GEF grant: 378,258 In-kind co-finance: 125,886 USD Total: 514,258
Component 3	GEF grant: 200,000 USD In-kind co-finance: 187,020 USD Total: 387,020 USD	GEF grant: 203,123 In-kind co-finance: 169,171 USD Total: 390,143
PMC	GEF grant: 90,000 In kind co-finance: 39,320 Total: 129,320	GEF grant: 90,000 In kind co-finance: 47,717 Total: 129,320

ANNEX VII. FINANCIAL MANAGEMENT
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Table 8 Financial management table

Financial management components:		Rating	Evidence/ Comments
1. Adherence to UNEP's policies and procedures:		HS:HU	HS
Any evidence that indicates shortcomings in the project's adherence ¹³ to UNEP or donor policies, procedures or rules		Yes/No	No
2. Completeness of project financial information¹⁴:			
Provision of key documents to the reviewer (based on the responses to A-H below)		HS:HU	HS
A.	Co-financing and Project Cost's tables at design (by budget lines)	Yes/No or N/A	Yes – at design, both the GEF budget and co-finance cost costs tables arranged by budget line for each component and PMC costs.
B.	Revisions to the budget	Yes/No or N/A	Yes – revisions to budget provided with amended PCA.
C.	All relevant project legal agreements (e.g. SSFA, PCA, ICA)	Yes/No or N/A	Yes – all relevant legal agreements provided
D.	Proof of fund transfers	Yes/No or N/A	Yes – cash advance confirmation provided
E.	Proof of co-financing (cash and in-kind)	Yes/No or N/A	Yes – annual co-finance reports and co-finance letters provided.
F.	A summary report on the project's expenditures during the life of the project (by budget lines, project components and/or annual level)	Yes/No or N/A	Yes – quarterly expenditure reports provided by budget line for all relevant reporting periods
G.	Copies of any completed audits and management responses (<i>where applicable</i>)	Yes/No or N/A	Yes – copies of independent financial audits provided.
H.	Any other financial information that was required for this project (list):	Yes/No or N/A	N/A
3. Communication between finance and project management staff		HS:HU	HS
Project Manager and/or Task Manager's level of awareness of the project's financial status.		HS:HU	HS
Fund Management Officer's knowledge of project progress/status when disbursements are done.		HS:HU	HS
Level of addressing and resolving financial management issues among Fund Management Officer and Project Manager/Task Manager.		HS:HU	HS
Contact/communication between by Fund Management Officer, Project Manager/Task Manager during the preparation of financial and progress reports.		HS:HU	HS
Project Manager, Task Manager and Fund Management Officer responsiveness to financial requests during the review process		HS:HU	HS
Overall rating			Highly Satisfactory

¹³ If the review raises concerns over adherence with policies or standard procedures, a recommendation maybe given to cover the topic in an upcoming audit, or similar financial oversight exercise.

¹⁴ See also document 'Criterion Rating Description' for reference

ANNEX VIII. BRIEF CV OF THE REVIEWER

Justin Goodwin

Profession	Director and Principal Environmental Consultant
Nationality	British
Country experience	<ul style="list-style-type: none"> • Europe: UK, EU, Luxembourg, Malta, Montenegro, Macedonia • Americas: United States, Mexico, Barbados, Saint Lucia, Antigua and Barbuda, Grenada • Africa: Mauritius, eSwatini, South Africa, Angola, Burundi, Cameroon, Central African Republic, Chad, Democratic Republic of Congo, Equatorial Guinea, Gabon, Republic of Congo, Rwanda, São Tomé and Príncipe • Asia: Azerbaijan, Malaysia
Education	<ul style="list-style-type: none"> • UNFCCC training: BUR, National Inventories Review (IPPU, General, Kyoto Protocol reporting), LULUCF 3.3 and 3.4 activities • BSc in Environmental Science and Technology • Diploma in Industrial Studies

Justin Goodwin is a director at Aether, focussing on product and service development and technical innovation in MRV and transparency solutions in the field of climate and air pollution action. This work involves a wide range of innovative development on online systems and tools for data collection, analysis and communication as well as approaches to stakeholder engagement, learning and capacity building. Lead Reviewer and generalist, LULUCF and industrial processes expert for UNFCCC annual inventories, Kyoto Protocol and EU Effort Sharing Decision reviews. Lead reviewer for European Union Member State air pollution projections 2019 and 2021. Author for Consultative Group of Experts “Handbook on institutional arrangements to support MRV/transparency of climate action and support” June 2020. Author for the EEA/EMEP Air Pollutant Inventories guidebook (2019) . Development of international guidance including 2006 IPCC and its 2019 Refinement. Designing reporting and review processes, guidance and management systems for the UNFCCC, EU under the Effort Sharing Decision and the National Emissions Ceilings Directive. Supporting data gathering, compilation, QA/QC and reporting by EU Member State and a range of developing countries on GHG and air pollutant inventories, Policies and Measures and projections.

Key specialties and capabilities cover:

- MRV and transparency
- IPCC guidelines for national inventories
- Innovation and digital solutions

ANNEX IX. REVIEW TORS (WITHOUT ANNEXES)

TERMS OF REFERENCE

Terminal Review of the UNEP project

“Georgia’s Integrated Transparency Framework for Implementation of the Paris Agreement (10028)”

Section 1: PROJECT BACKGROUND AND OVERVIEW

(This section describes what is to be reviewed. Key parameters are: project timeframe, funding envelope, results framework and geographic scope)

Project General Information

Table 1. Project summary

(This is a generic table to summarise a project. Integrate the information below with the standard ‘project summary’ table of the relevant donor e.g. Adaptation Fund, GCF, GEF).

UNEP PIMS/SMA¹⁵ ID:	38701		
Donor ID:	10028		
Implementing Partners:	UNEP		
SDG(s) and indicator(s)	<p>Goal 13. Take urgent action to combat climate change and its impacts[b]</p> <ul style="list-style-type: none"> •Target 13.1: Strengthen resilience and adaptive capacity to climate-related hazards and natural disasters in all countries •Target 13.2: Integrate climate change measures into national policies, strategies and planning. •Target 13.3: Improve education, awareness-raising and human and institutional capacity on climate change mitigation, adaptation, impact reduction and early warning. •Target 13.b: Promote mechanisms for raising capacity for effective climate change-related planning and management in least developed countries and small island developing States, including focusing on women, youth and local and marginalized communities. <p>Goal 5. Achieve gender equality and empower all women and girls.</p> <ul style="list-style-type: none"> •Target 5.1: End all forms of discrimination against all women and girls everywhere. 		
Sub-programme:	Climate action	Expected Accomplishment(s):	Countries increasingly transition to low-emission economic development pathways and enhance their

¹⁵ Acronym for ID assigned by the Integrated Planning, Monitoring and Reporting (IPMR) system.

			adaptation and resilience to climate change	
UNEP approval date:	11 Sep 2019	Programme of Work Output(s):	Outcome 1C State and non-State actors adopt the enhanced transparency framework arrangements under the Paris Agreement.	
Expected start date:	11 Sep 2019	Actual start date:	11 Sep 2019	
Planned operational completion date:	31 Mar 2023	Actual operational completion date:	30 Sep 2023	
Planned total project budget at approval (show breakdown of individual sources/grants):	1,000,000 USD	Actual total expenditures reported as of 30 June:	588,274 USD	
Expected co-financing:	452,340 USD	Secured co-financing¹⁶:	452,340 USD	
First disbursement:	17 Oct 2019	Planned date of financial closure:	30 Apr 2025	
No. of project revisions:	2	Date of last approved project revision:	31 Aug 2023	
No. of Steering Committee meetings:	8	Date of last/next Steering Committee meeting:	Last: 6 Jun 2023	Next: N/A
Mid-term Review/ Evaluation¹⁷ (planned date):	N/A	Mid-term Review/ Evaluation (actual date):	N/A	
Terminal Review (planned date):	30 April 2024	Terminal Review (actual date):	30 April 2024	
Coverage - Country(ies):	Georgia	Coverage - Region(s):	Europe and Central Asia	
Dates of previous project phases:	N/A	Status of future project phases:	N/A	

¹⁶ State whether co-financing amounts are cash or in-kind.

¹⁷ UNEP policies require projects with planned implementation periods of 4 or more years to have a mid-point assessment of performance. For projects under 4 years, this should be marked as N/A.

Project Rationale¹⁸

The Paris Agreement (PA) introduced the Enhanced Transparency Framework (ETF) regime for climate action and support under Article 13. According to the UNEP Emissions Gap Report 2019, countries are far from reaching the global goal of 20C if only the current levels of Nationally Determined Contributions (NDCs) are considered. Hence, the ETF under the PA is critical to enable all countries to track the progress of climate action and raise ambition. The Parties to the PA established Capacity-building Initiative for Transparency (CBIT) to strengthen the institutional and technical capacity of developing countries to effectively participate in the ETF.

Following this, the UNFCCC requested the Global Environment Fund (GEF) to support the implementation of CBIT through voluntary contributions during GEF-6 and future replenishment cycles; hence during COP 21, the GEF established CBIT. Globally, the CBIT programme aims to strengthen national institutions for transparency-related activities in line with national priorities; provide relevant tools, training, and assistance for meeting the provisions stipulated in Article 13 of the Agreement and assist in the progressive improvement of transparency efforts.

Georgia is part of the Europe and Central Asia countries that have received funding from the GEF. Georgia's CBIT project is a medium-sized GEF project which went through a 2 year preparatory work before receiving funding. The funding was approved by the GEF CEO on 26 July 2019. The project implementation period of the project spans from 2019 to 2023.

The objective of the CBIT project was to build Georgia's capacities to meet the enhanced transparency framework (ETF) requirements under the Paris Agreement. To achieve this, the project supports the Ministry of Environmental Protection and Agriculture of Georgia (MEPA) in addressing the immediate needs of Georgia in order to (1) enhance the vertical coordination between activities at a local level and national goals in a field of climate change; (2) improve the national inventory through supporting the data collection and management for developing higher tier methods and more accurate activity data; and (3) develop and implement a national tracking system for Nationally Determined Contribution implementation.

¹⁸ Grey =Info to be added

Project Results Framework

The project's logical framework as per the Project Document is provided below:

Project Objective: Meet the enhanced transparency framework (ETF) requirements under the Paris Agreement						
Project Components/ Programs	Financing Type	Project Outcomes	Project Outputs	Trust Fund	(in \$)	
					GEF Project Financing	Confirmed Co-financing
Component 1: Strengthening vertical integration in Georgia for transparency- related activities	TA	1. Georgia uses the Municipal Development Coordination Platform (MDCP) as part of its enhanced transparency framework (ETF)	1.1 Modalities, procedures and guidelines (MPGs) for the implementation of the ETF at municipal level are developed 1.2 Formal coordination mechanism with ETF related responsibilities and mandates among the MDCP stakeholders is defined 1.3. Training to MDCP stakeholders on measuring, reporting and verification (MRV) processes is provided 1.4. Procedures are developed and implemented for preparing and submitting MRV reports 1.5 Standard reporting formats for Sustainable Energy and Climate Action Plans (SECAPs) are completed with local authorities	GEETF	300,000	90,000
Component 2: Georgia's National greenhouse gas (GHG) Inventory system and HFC data management system are aligned to the enhanced	TA	2. Georgia uses an improved National GHG inventory system, with a data management system on agriculture, waste, hydrofluorocarbons (HFCs)	2.1 Higher-tier methods for the relevant source categories of energy, product use and agriculture sectors are used, and country-specific emission factor for pre-selected IPPU key source-categories are identified 2.2 The data management system for agriculture and waste sectors is developed	GEETF	410,000	136,000

transparency framework (ETF)		and perfluorocarbons (PFCs)	<p>2.3 Modalities and procedures for implementation of QA/QC are designed and adopted</p> <p>2.4 Modalities and procedures for data collection, reporting and enforcement on emissions of HFCs and PFCs are developed and implemented</p> <p>2.5 Capacity training for technicians on methodologies for data collection on HFCs to PFCs are designed and implemented</p> <p>2.6. National certification scheme for technicians on HFCs and PFCs is implemented</p>			
Component 3: Climate Change Mitigation in Georgia's transparency system	TA	<p>2. Georgia uses an improved National GHG inventory system, with a data management system on agriculture, waste, hydrofluorocarbons (HFCs) and perfluorocarbons (PFCs)</p> <p>3. The achievement of Nationally Determined Contributions (NDC) goals is tracked; and implementation of mitigation measures are assessed and appropriately reported, including a data management system on transferred technologies</p>	<p>3.1 Methodologies for assessing and reporting mitigation actions and policies, their effects and support needed and received are designed</p> <p>3.2 Methodologies and tools for identification of constraints and gaps for fulfilling the NDC goals are designed</p> <p>3.3 The data management system on transferred technology supporting the NDC implementation is developed</p>	GEETF	200,000	187,020
Subtotal					910,000	413,020
Project Management Cost (PMC) ⁵				GEETF	90,000	39,320
Total project costs					1,000,000	452,340

⁵ For GEF Project Financing up to \$2 million, PMC could be up to 10% of the subtotal; above \$2 million, PMC could be up to 5% of the subtotal. PMC should be charged proportionately to focal areas based on focal area project financing amount in Table D below.

The project's logical framework as per the Project Document is provided below:

Project Objective	Objective level Indicators	Baseline	Targets	Means of Verification	Assumptions & Risks	UN Environment MTS reference
<i>Quote the project objective here.</i>	<i>How contributions to the objective will be measured including quantity, quality, time</i>	<i>Initial Baseline for Objective indicator(s)</i>	<i>End of project Target</i>	<i>How the information required to measure the indicator will be collected, when, and by whom</i>	<i>Assumptions and Risks that affect objective level</i>	<i>The Subprogramme under which the project objective can be fitted</i>
Meet the enhanced transparency framework (ETF) requirements under the Paris Agreement	<p><u>Indicator A:</u> Number of sectoral and local authorities that report to the enhanced transparency framework (ETF)</p> <p><u>Indicator B:</u> Decree establishing the Climate Change Committee</p>	<p><u>Baseline A:</u> Only one line ministry and 2 local administrations are reporting to the enhanced transparency framework (ETF) though without gender related information</p> <p><u>Baseline B:</u> 0</p>	<p><u>Target A:</u> At least 3 line ministries and 23 local administrations report to enhanced transparency framework (ETF)</p> <p><u>Target B:</u> 1</p>	National Communications and NDC Reports to UNFCCC by NDA, integrating gender considerations in workstreams under the UNFCCC process	<p>High-level political willingness and commitment to meet the ETF requirements under the Paris Agreement is increased</p> <p>Low level of risk;</p> <p>High-level political leadership of Georgia recognizes that in order to meet ETF requirements, it is needed to: strengthen its national and sub-national climate institutions; improve</p>	<p><i>Subprogramme Climate Change¹⁹, Mitigation Expected Accomplishment: Countries increasingly adopt and/or implement low greenhouse gas emission development strategies and invest in clean technologies;</i></p>

¹⁹ Objective: Countries increasingly transition to low-emission economic development and enhance their adaptation and resilience to climate change; Mitigation Indicators: 1 Emission reductions of greenhouse gases and other pollutants from renewable energy and energy efficiency; 2 Share of gross domestic product invested in energy efficiency and renewable energy.

					its national GHG inventories; accurately assess and report its mitigating actions, and moreover, implement a well-structured domestic MRV framework that includes activities related to finance, technology transfer and capacity-building support received and required.	
<p><u>Outcome 1:</u></p> <p>Georgia uses the Municipal Development Coordination Platform (MDCP) as part of its enhanced transparency framework (ETF)</p> <p><i>Output 1.1. Modalities, procedures and guidelines for the implementation of the ETF at municipal level are developed</i></p> <p><i>Output 1.2. Formal coordination mechanism with ETF related responsibilities and mandates among the</i></p>	<p><u>Indicator 1:</u> Number of municipalities that use MDCP for reporting GHG inventories and climate actions</p> <p><u>Indicator 2:</u> % of trained MDCP stakeholders who declares to be in a better position to implement MRV processes (gender disaggregated)</p> <p><u>Indicator 3:</u> # of municipal units that use MDCP to</p>	<p><u>Baseline 1:</u></p> <p>Zero</p> <p><u>Baseline 2:</u></p> <p>N/A</p> <p><u>Baseline 3:</u></p> <p>0</p> <p><u>Baseline 4:</u></p> <p>0</p>	<p><u>Target 1:</u></p> <p>At least 23</p> <p><u>Target 2:</u></p> <p>75% of men trained</p> <p>75% of women trained</p> <p><u>Target 3:</u></p> <p>23</p>	<p>Signed MoUs between municipalities and EA (by EA)</p> <p>Minutes of MDCP meetings</p> <p>MRV reports submitted to NDA and approved municipal SECAPs</p> <p>Attendees lists for all trainings and surveys (before and after each training)</p>	<p>Commitment of local authorities to use MDCP as part of the enhanced transparency framework (ETF)</p> <p>Low level of risk: 12 municipalities are members of the CoM and 16 municipalities and cities are CoMCE signatories, of which 11 have submitted their SECAPs</p>	

<p><i>MDCP stakeholders is defined</i></p> <p><i>Output 1.3. Training to MDCP stakeholders on measuring, reporting and verification (MRV) processes is provided</i></p> <p><i>Output 1.4. Procedures are developed and implemented for preparing and submitting MRV reports</i></p> <p><i>Output 1.5. Standard reporting formats for Sustainable Energy and Climate Action Plans (SECAP) are completed with local authorities</i></p>	<p>prioritize public policies</p> <p><u>Indicator 4:</u> # of MoUs signed between Municipalities and EAs</p>		<p><u>Target 4:</u></p> <p>11</p>			
<p><u>Outcome 2:</u></p> <p>Georgia uses an improved National GHG inventory system, with a data management system on agriculture, waste, hydrofluorocarbons (HFCs) and perfluorocarbons (PFCs)</p>	<p><u>Indicator 5:</u></p> <p>Number of sites public or private from the key source-categories²² that use improved national GHG inventory system to estimate plant-specific emission factors</p>	<p><u>Baseline 5:</u></p> <p>Zero</p> <p><u>Baseline 6:</u></p> <p>Zero</p>	<p><u>Target 5:</u></p> <p>At least 26 sites from the key source-categories (industry, energy, agriculture and waste sectors) use improved GHG inventory system and estimate plant-</p>	<p>Project monitoring reports (<i>by EA</i>)</p> <p>Project technical reports (<i>by EA</i>)</p> <p>Site-specific GHG inventory technical</p>	<p>Sites from the key source-categories (industry, energy, agriculture and waste sectors) demonstrate willingness to use the GHG inventory system, estimate plant-specific emission factors and report to NDA</p>	

²² Industry, energy, agriculture and waste sectors

<p><i>Output 2.1. Higher-tier methods for the relevant source categories of energy, product use and agriculture sectors are used, and country-specific emission factor for pre-selected IPPU²⁰ key source-categories are identified</i></p> <p><i>Output 2.2. The data management system for agriculture and waste sectors is developed</i></p> <p><i>Output 2.3. Modalities and procedures for implementation of QA/QC²¹ are designed and adopted</i></p> <p>Output 2.4. Modalities and procedures for data collection, reporting and enforcement on emissions of HFCs and PFCs are developed and implemented</p> <p>Output 2.5. Capacity training for technicians on methodologies for data collection on HFCs to PFCs are designed and implemented</p>	<p><u>Indicator 6:</u></p> <p>% of technicians trained who declares to be in a better position to use methodologies for data collection on HFCs to PFCs (gender disaggregated)</p> <p><u>Indicator 7:</u></p> <p>Improvement in the quality of MRV of the National GHG inventory based on GEF score 1 to 10 as per Annex III of CBIT programming directions</p>	<p><u>Baseline 7:</u></p> <p>2</p>	<p>specific emission factors</p> <p><u>Target 6:</u></p> <p>75% of men trained</p> <p>75% of women trained</p> <p><u>Target 7:</u></p> <p>+6</p>	<p>reports submitted to NDA</p> <p>National Communications and BUR/NDC Reports to UNFCCC by NDA</p> <p>List of participants from trainings and survey taken during the trainings.</p> <p>CBIT Global Coordination Platform self-assessment tool.</p>	<p>Medium level of risk; Risks include: a) Constraints in data availability and accessibility; b) Limited number of technical staff and c) Limited skill-sets</p>	
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²⁰ Industrial Process

²¹ Quality Assurance/ Quality Control

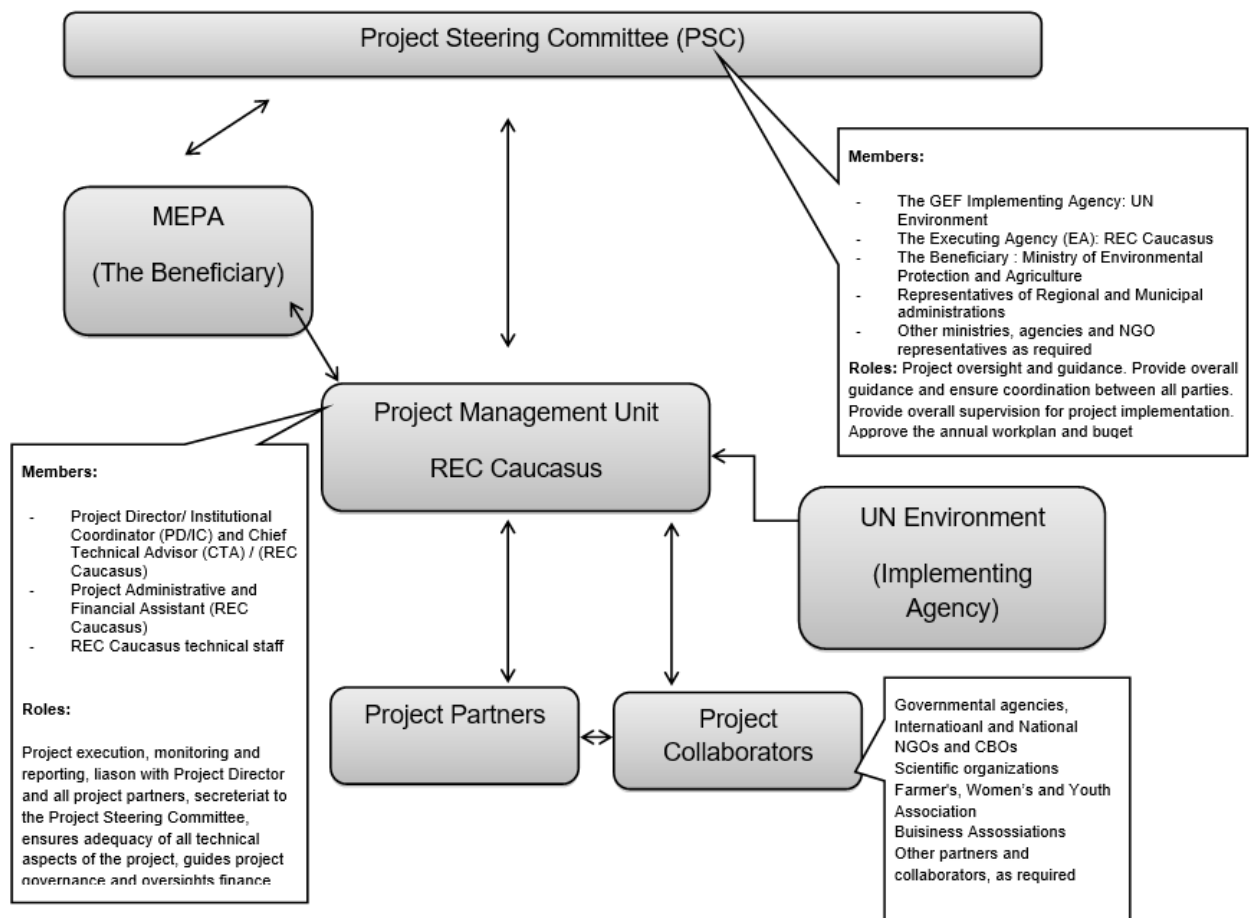
<p><i>Output 2.6. National certification scheme for technicians on HFCs and PFCs is implemented</i></p>						
<p>Outcome 3:</p> <p>The achievement of Nationally Determined Contributions (NDC) goals is tracked; and implementation of mitigation measures are assessed and appropriately reported, including a data management system on transferred technologies</p> <p>Output 3.1. Methodologies for assessing and reporting mitigation actions and policies, their effects and support needed and received are designed</p> <p>Output 3.2. Methodologies and tools for identification of constraints and gaps for fulfilling the NDC goals are designed</p> <p><i>Output 3.3. The data management system on transferred technology supporting the NDC implementation is developed</i></p>	<p>Indicator 8:</p> <p>Improvement in the quality of MRV of NDC implementation based on GEF score 1 to 10 as per Annex III of CBIT programming directions</p>	<p>Baseline 8:</p> <p>1</p>	<p>Target 8:</p> <p>+7</p>	<p>Project monitoring reports (<i>by EA</i>)</p> <p>Project technical reports (<i>by EA</i>)</p> <p>Information systematization reports (<i>by EA</i>)</p> <p>National Communications and BUR/NDC Reports to UNFCCC by NDA</p> <p>CBIT Global Coordination Platform self-assessment tool.</p>	<p>Key stakeholders and governmental agencies responsible for specific thematic areas (<i>e.g., agriculture, industry etc.</i>) demonstrate their interest in systematizing information to implement the NDC in the component of mitigation</p> <p>Medium level of risk; Risks include: a) Lack of financial resources for planning and implementation of measures; b) Limited number of staff and skill-sets</p>	

For further detailed information see the CEO Endorsement Document of the project.

Executing Arrangements

UNEP is the GEF Implementing Agency (Energy and Climate Branch, GEF Climate Mitigation Unit) and the Regional Environmental Centre for the Caucasus (RECC) has been designated by the Recipient Government (Ministry of Environmental Protection and Agriculture of Georgia) as the Project Executing Agency, as per the delegation Letter in Annex M of the CEO Endorsement Document. As such the RECC was in charge of the day-to-day execution of all the project's activities. RECC is qualified to lead in the implementation of the CBIT because it has the requisite experience and competence to manage the project.

RECC hosted the CBIT Project Management Unit (PMU) headed by the Chief Technical Advisor (CTA). The CTA was in-charge of the day-to-day management of the CBIT project and ensured that reports were of high quality and prepared and delivered on time. The CBIT CTA reported to the RECC Project Director, who ensured coordination and communication with government stakeholders and initiatives.



Project Cost and Financing


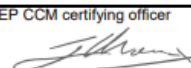

The table below provides the breakdown of the project budget.

Project Objective: Meet the enhanced transparency framework (ETF) requirements under the Paris Agreement						
Project Components/ Programs	Financing Type	Project Outcomes	Project Outputs	Trust Fund	(in \$)	
					GEF Project Financing	Confirmed Co-financing
Component 1: Strengthening vertical integration in Georgia for transparency-related activities	TA	1. Georgia uses the Municipal Development Coordination Platform (MDCP) as part of its enhanced transparency framework (ETF)	1.1 Modalities, procedures and guidelines (MPGs) for the implementation of the ETF at municipal level are developed 1.2 Formal coordination mechanism with ETF related responsibilities and mandates among the MDCP stakeholders is defined 1.3. Training to MDCP stakeholders on measuring, reporting and verification (MRV) processes is provided 1.4. Procedures are developed and implemented for preparing and submitting MRV reports 1.5 Standard reporting formats for Sustainable Energy and Climate Action Plans (SECAPs) are completed with local authorities	GEFTF	300,000	90,000
Component 2: Georgia’s National greenhouse gas (GHG) Inventory system and HFC data management system are aligned to the enhanced transparency framework (ETF)	TA	2. Georgia uses an improved National GHG inventory system, with a data management system on agriculture, waste, hydrofluorocarbons (HFCs) and perfluorocarbons (PFCs)	2.1 Higher-tier methods for the relevant source categories of energy, product use and agriculture sectors are used, and country-specific emission factor for pre-selected IPPU key source-categories are identified 2.2 The data management system for agriculture and waste sectors is developed 2.3 Modalities and procedures for implementation of QA/QC are designed and adopted 2.4 Modalities and procedures for data	GEFTF	410,000	136,000

			collection, reporting and enforcement on emissions of HFCs and PFCs are developed and implemented 2.5 Capacity training for technicians on methodologies for data collection on HFCs to PFCs are designed and implemented 2.6. National certification scheme for technicians on HFCs and PFCs is implemented			
Component 3: Climate Change Mitigation in Georgia's transparency system	TA	2. Georgia uses an improved National GHG inventory system, with a data management system on agriculture, waste, hydrofluorocarbons (HFCs) and perfluorocarbons (PFCs) 3. The achievement of Nationally Determined Contributions (NDC) goals is tracked; and implementation of mitigation measures are assessed and appropriately reported, including a data management system on transferred technologies	3.1 Methodologies for assessing and reporting mitigation actions and policies, their effects and support needed and received are designed 3.2 Methodologies and tools for identification of constraints and gaps for fulfilling the NDC goals are designed 3.3 The data management system on transferred technology supporting the NDC implementation is developed	GETF	200,000	187,020
Subtotal					910,000	413,020
Project Management Cost (PMC) ²³				GEFTF	90,000	39,320
Total project costs					1,000,000	452,340

²³ For GEF Project Financing up to \$2 million, PMC could be up to 10% of the subtotal; above \$2 million, PMC could be up to 5% of the subtotal. PMC should be charged proportionately to focal areas based on focal area project financing amount in Table D below.

The table below provides the breakdown of the project disbursements (as of September 2023)

CASH ADVANCE STATEMENT									
(for projects where only the GEF project grant is channelled through UNEP)									
Project title:	Georgia's Integrated Transparency Framework for Implementation of the Paris Agreement		Color references: <table border="1" style="display: inline-table; vertical-align: top;"> <tr><td style="background-color: #ffffcc;"></td><td>To be filled by the Executing Agency</td></tr> <tr><td style="background-color: #e6e6fa;"></td><td>To be filled by UNEP</td></tr> <tr><td style="background-color: #d3d3d3;"></td><td>Calculated automatically</td></tr> </table>		To be filled by the Executing Agency		To be filled by UNEP		Calculated automatically
	To be filled by the Executing Agency								
	To be filled by UNEP								
	Calculated automatically								
Project GEF ID:	10028								
Project lead executing agency:	RECC								
Work Breakdown Structure Element (WBSE):	SB-017345								
Project implementation period:	From: 11-Sep-19	To: 30-Sep-23							
Cash requirements for the period:	From: 1-Aug-23	To: 31.09.2023							
Entity requesting funds:	RECC								
GEF APPROVED BUDGET									
For use by project executing partner	A	US\$ 955,000							
For use by UNEP - M&E		45,000							
Total approved GEF Trust Fund budget		1,000,000							
STATEMENT OF CASH RECEIPTS AND EXPENDITURES									
Sub-allotments for project received from UNEP to date									
	Advance number	Date received	US\$						
	1	13-Nov-19	130,000						
	2	25-Mar-21	147,147						
	3	12-Nov-21	114,715						
	4	4-Apr-22	48,615						
	5	8-Sep-22	240,000						
	6	5-Jul-23	115,414						
	7								
Total Sub-allotments received to date	B		795,891 @ 1-Aug-23						
Cumulative expenditures reported to date	C		588,274 @ 1-Aug-23						
Cash balance held by executing partner	D = B - C		207,617 @ 1-Aug-23						
Funds committed but not yet expended	E		@ 1-Aug-23						
Others	F								
Uncommitted Funds held by Executing Agency	G = D - E - F		207,617 @ 1-Aug-23						
Sub-allotment REQUIREMENT									
Estimated expenditures for the next period (as analysed on the appended schedule)	H	366,726	1-Aug-23 to 31.09.2023						
New Sub-allotment requested	I = H - G	159,109							
BALANCE OF GEF APPROVED BUDGET NOT YET REQUESTED									
Total GEF budget approved for executing partner	A	955,000							
Total Sub-allotments received to date	B	795,891	@ 1-Aug-23						
New Sub-allotment requested	I - 5%	159,109	1-Aug-23 to 31.09.2023						
GEF approved budget not yet requested	J = A - B - I	0							
Request approved by									
<u>Sophiko Akhobadze</u>			2023-08-10						
Name of duly authorized official of the Executing Division	Signature		Date						
For UNEP official use only									
I certify the figures reported in A, B, C & D and totals above are correct and are properly recorded in IMIS									
I authorize a Sub-allotment of US\$ US\$ 109,109 159,109									
(= 159,109 - 5% of 1,000,000, as per clause of 14.e. of PCA)									
		UNEP CCM certifying officer	Digitally signed by Julien Lheureux						
			Date: 2023-08-13 20:44:12						
		UNEP project Task Manager							
			Priscillah Kaara 2023.08.22 13:02:54+03'00'						
DETAILS OF THE ESTIMATED DISBURSEMENTS FOR THE NEXT PERIOD									
From:	1-Aug-23								
To:	31.09.2023								

Implementation Issues

Some delays were experienced on the onset of COVID-19 (in particular for activities involving in-person meetings, traveling and field activities) however this did not affect the project's ability to reach the expected outcomes. A budget revision extending the project's technical completion date by 6 months to 30 September 2023 was done in order to factor in the delay. Over the course of implementation, the project team identified the risk related to the COVID-19 pandemic as Moderate risk (refer to PIR FY 2021). The restrictions imposed during the pandemic affected the organization of i) in-person events, ii) the procurement process the international experts, and iii) activities related to the development of the GHG inventory system and HFC data management system. The project management unit has timely implemented measures to mitigate the risk posed by the COVID-19 pandemic, including i) the conversion of in-person events to online events, ii) procuring the required expertise at the national level, and iii) requesting 6-month project extension to allow the execution of the activities related to the data management systems development. No other medium, substantive or high risks were identified during the project implementation (refer to the different PIRs).

Section 2. OBJECTIVE AND SCOPE OF THE REVIEW

(Apart from section 9, where you could insert up to 3 strategic questions that are in addition to the review criteria, this section is standard and does not need to be revised for each project)

Objective of the Review

In line with the UNEP Evaluation Policy²⁴ and the UNEP Programme Manual²⁵, the Terminal Review (TR) is undertaken at operational completion of the project to assess project performance (in terms of relevance, effectiveness and efficiency), and determine outcomes and impacts (actual and potential) stemming from the project, including their sustainability. The Review has two primary purposes: (i) to provide evidence of results to meet accountability requirements, and (ii) to promote operational improvement, learning and knowledge sharing through results and lessons learned among UNEP and project partners. Therefore, the Review will identify lessons of operational relevance for future project formulation and implementation, especially for future phases of the project, where applicable.

Key Review principles

Review findings and judgements will be based on **sound evidence and analysis**, clearly documented in the Review Report. Information will be triangulated (i.e. verified from different sources) as far as possible, and when verification is not possible, the single source will be mentioned (whilst anonymity is still protected). Analysis leading to evaluative judgements should always be clearly spelled out.

The "Why?" Question. As this is a Terminal Review and a follow-up project is likely, particular attention will be given to learning from the experience. Therefore, the "why?" question should be at the front of the consultant(s)' minds all through the review exercise and is supported by the use of a theory of change approach. This means that the consultant(s) need to go beyond the assessment of "what" the project performance was and make a serious effort to provide a deeper understanding of "why" the performance was as it was (i.e. what

²⁴ <https://www.unenvironment.org/about-un-environment/evaluation-office/policies-and-strategies>

²⁵ <https://wecollaborate.unep.org>

contributed to the achievement of the project's results). This should provide the basis for the lessons that can be drawn from the project.

Attribution, Contribution and Credible Association: In order to *attribute* any outcomes and impacts to a project intervention, one needs to consider the difference between what has happened with, and what would have happened without, the project (i.e. take account of changes over time and between contexts in order to isolate the effects of an intervention). This requires appropriate baseline data and the identification of a relevant counterfactual, both of which are frequently not available for reviews. Establishing the *contribution* made by a project in a complex change process relies heavily on prior intentionality (e.g. approved project design documentation, logical framework) and the articulation of causality (e.g. narrative and/or illustration of the Theory of Change). Robust evidence that a project was delivered as designed and that the expected causal pathways developed supports claims of contribution and this is strengthened where an alternative theory of change can be excluded. A *credible association* between the implementation of a project and observed positive effects can be made where a strong causal narrative, although not explicitly articulated, can be inferred by the chronological sequence of events, active involvement of key actors and engagement in critical processes.

Communicating Review Results. A key aim of the Review is to encourage reflection and learning by UNEP staff and key project stakeholders. The consultant should consider how reflection and learning can be promoted, both through the review process and in the communication of review findings and key lessons. Clear and concise writing is required on all review deliverables. Draft and final versions of the main review report will be shared with key stakeholders by the UNEP Project Manager²⁶. There may, however, be several intended audiences, each with different interests and needs regarding the report. The consultant will plan with the UNEP Project Manager which audiences to target and the easiest and clearest way to communicate the key review findings and lessons to them. This may include some or all of the following: a webinar, conference calls with relevant stakeholders, the preparation of a review brief or interactive presentation.

Key Strategic Questions

In addition to the review criteria outlined in Section 10 below, the Review will address the **strategic questions**²⁷ listed below (no more than 3 questions are recommended). These are questions of interest to UNEP and to which the project is believed to be able to make a substantive contribution:

- Q1: Do the State and non-State actors participating in the project report to the enhanced transparency framework arrangements under the Paris Agreement?
- Q2: Did the project contribute to strengthening / improving transparency mechanisms of national institutions for domestic and UN conventions reporting?
- Q3: Did the State and non-State actors participating in the project use the new tools and the capacities developed by the project (Municipal Development Coordination Platform (MDCP), improved National GHG inventory system and NDC tracking system)?

For GEF-funded projects, there are a series of questions that need to be uploaded to the GEF Portal. The consultant should complete the table in Annex 5 of these TOR and append it to the Final Review report.

²⁶ For GEF funded projects, UNEP Project Manager refers to the Task Manager.

²⁷ The strategic questions should not duplicate questions that will be addressed under the standard review criteria described in section 10.

Review Criteria

All review criteria will be rated on a six-point scale. Sections A-I below, outline the scope of the review criteria. The set of review criteria are grouped in nine categories: (A) Strategic Relevance; (B) Quality of Project Design; (C) Nature of External Context; (D) Effectiveness, which comprises assessments of the availability of outputs, achievement of outcomes and likelihood of impact; (E) Financial Management; (F) Efficiency; (G) Monitoring and Reporting; (H) Sustainability; and (I) Factors Affecting Project Performance.

Where UNEP funding partners have areas of specific interest, these are noted, below.

A suite of various tools, templates and guidelines that can help Review Consultant(s) to follow a thorough review process that meets all of UNEP's needs is available via the UNEP Project Manager.

A. Strategic Relevance

The Review will assess the extent to which the activity is suited to the priorities and policies of the donors, implementing regions/countries and the target beneficiaries. The Review will include an assessment of the project's relevance in relation to UNEP's mandate and its alignment with UNEP's policies and strategies at the time of project approval. Under strategic relevance an assessment of the complementarity of the project with other interventions addressing the needs of the same target groups will be made. This criterion comprises four elements:

i. Alignment to the UNEP's Medium-Term Strategy²⁸ (MTS), Programme of Work (POW) and Strategic Priorities

The Review should assess the project's alignment with the MTS and POW under which the project was approved and include, in its narrative, reflections on the scale and scope of any contributions made to the planned results reflected in the relevant MTS and POW. UNEP strategic priorities include the Bali Strategic Plan for Technology Support and Capacity Building²⁹ (BSP) and South-South Cooperation (S-SC). The BSP relates to the capacity of governments to: comply with international agreements and obligations at the national level; promote, facilitate and finance environmentally sound technologies and to strengthen frameworks for developing coherent international environmental policies. S-SC is regarded as the exchange of resources, technology and knowledge between developing countries.

ii. Alignment to Donor/Partner Strategic Priorities

Donor strategic priorities will vary across interventions. The Review will assess the extent to which the project is suited to, or responding to, donor priorities. In some cases, alignment with donor priorities may be a fundamental part of project design and grant approval processes while in others, for example, instances of 'softly-earmarked' funding, such alignment may be more of an assumption that should be assessed.

iii. Relevance to Global, Regional, Sub-regional and National Environmental Priorities

The Review will assess the alignment of the project with global priorities such as the SDGs and Agenda 2030. The extent to which the intervention is suited, or responding to, the stated environmental concerns and needs of the countries, sub-regions or regions where it is being

²⁸ UNEP's Medium Term Strategy (MTS) is a document that guides UNEP's programme planning over a four-year period. It identifies UNEP's thematic priorities, known as Sub-programmes (SP), and sets out the desired outcomes, known as Expected Accomplishments (EAs), of the Sub-programmes. <https://www.unenvironment.org/about-un-environment/evaluation-office/our-evaluation-approach/un-environment-documents>

²⁹ <http://www.unep.fr/ozonaction/about/bsp.htm>

implemented will also be considered. Examples may include: UN Development Assistance Frameworks (UNDAF) or, national or sub-national development plans, poverty reduction strategies or Nationally Appropriate Mitigation Action (NAMA) plans or regional agreements etc. Within this section consideration will be given to whether the needs of all beneficiary groups are being met and reflects the current policy priority to leave no-one behind.

iv. **Complementarity with Relevant Existing Interventions/Coherence**³⁰

An assessment will be made of how well the project, either at design stage or during the project inception or mobilization³¹, took account of ongoing and planned initiatives (under the same sub-programme, other UNEP sub-programmes, or being implemented by other agencies within the same country, sector or institution) that address similar needs of the same target groups. The Review will consider if the project team, in collaboration with Regional Offices and Sub-Programme Coordinators, made efforts to ensure their own intervention was complementary to other interventions, optimized any synergies and avoided duplication of effort. Examples may include work within Cooperation Frameworks or One UN programming. Linkages with other interventions should be described and instances where UNEP's comparative advantage has been particularly well applied should be highlighted.

B. Quality of Project Design

The quality of project design is assessed using an agreed template during the review inception phase. Ratings are attributed to identified criteria and an overall Project Design Quality rating is established. The complete Project Design Quality template should be annexed in the Review Inception Report. Later, the overall Project Design Quality rating³² should be entered in the final review ratings table (as item B) in the Main Review Report and a summary of the project's strengths and weaknesses at design stage should be included within the body of the Main Review Report.

C. Nature of External Context

At review inception stage a rating is established for the project's external operating context (considering the prevalence of conflict, natural disasters and political upheaval³³). This rating is entered in the final review ratings table as item C. Where a project has been rated as facing either an *Unfavourable* or *Highly Unfavourable* external operating context, and/or a negative external event has occurred during project implementation, the ratings for Effectiveness, Efficiency and/or Sustainability may be increased at the discretion of the Review Consultant and UNEP Project Manager together. A justification for such an increase must be given.

D. Effectiveness

³⁰ This sub-category is consistent with the new criterion of 'Coherence' introduced by the OECD-DAC in 2019.

³¹ A project's inception or mobilization period is understood as the time between project approval and first disbursement. Complementarity during project implementation is considered under Efficiency, see below.

³² In some instances, based on data collected during the review process, the assessment of the project's design quality may change from Inception Report to Main Review Report.

³³ Note that 'political upheaval' does not include regular national election cycles, but unanticipated unrest or prolonged disruption. The potential delays or changes in political support that are often associated with the regular national election cycle should be part of the project's design and addressed through adaptive management of the project team. From March 2020 this should include the effects of COVID-19.

i. Availability of Outputs³⁴

The Review will assess the project's success in producing the programmed outputs and making them available to the intended beneficiaries as well as its success in achieving milestones as per the project design document (ProDoc). Any formal modifications/ revisions made during project implementation will be considered part of the project design. Where the project outputs are inappropriately or inaccurately stated in the ProDoc, reformulations may be necessary in the reconstruction of the Theory of Change (TOC). In such cases a table should be provided showing the original and the reformulation of the outputs for transparency. The availability of outputs will be assessed in terms of both quantity and quality, and the assessment will consider their ownership by, and usefulness to, intended beneficiaries and the timeliness of their provision. It is noted that emphasis is placed on the performance of those outputs that are most important to achieve outcomes. The Review will briefly explain the reasons behind the success or shortcomings of the project in delivering its programmed outputs and meeting expected quality standards.

ii. Achievement of Project Outcomes³⁵

The achievement of project outcomes is assessed as performance against the outcomes as defined in the reconstructed³⁶ Theory of Change. These are outcomes that are intended to be achieved by the end of the project timeframe and within the project's resource envelope. Emphasis is placed on the achievement of project outcomes that are most important for attaining intermediate states. As with outputs, a table can be used to show where substantive amendments to the formulation of project outcomes is necessary to allow for an assessment of performance. The Review should report evidence of attribution between UNEP's intervention and the project outcomes. In cases of normative work or where several actors are collaborating to achieve common outcomes, evidence of the nature and magnitude of UNEP's 'substantive contribution' should be included and/or 'credible association' established between project efforts and the project outcomes realised.

iii. Likelihood of Impact

Based on the articulation of long-lasting effects in the reconstructed TOC (*i.e. from project outcomes, via intermediate states, to impact*), the Review will assess the likelihood of the intended, positive impacts becoming a reality. Project objectives or goals should be incorporated in the TOC, possibly as intermediate states or long-lasting impacts. The Evaluation Office's approach to the use of TOC in project reviews is outlined in a guidance note and is supported by an excel-based flow chart, 'Likelihood of Impact Assessment Decision Tree'. Essentially the approach follows a 'likelihood tree' from project outcomes to impacts, taking account of whether the assumptions and drivers identified in the reconstructed TOC held. Any unintended positive effects should also be identified and their causal linkages to the intended impact described.

The Review will also consider the likelihood that the intervention may lead, or contribute to, unintended negative effects (e.g. will vulnerable groups such as those living with disabilities and/or women and children, be disproportionately affected by the project?). Some of these

³⁴ Outputs are the availability (for intended beneficiaries/users) of new products and services and/or gains in knowledge, abilities and awareness of individuals or within institutions (UNEP, 2019)

³⁵ Outcomes are the use (*i.e.* uptake, adoption, application) of an output by intended beneficiaries, observed as changes in institutions or behavior, attitude or condition (UNEP, 2019)

³⁶ UNEP staff are currently required to submit a Theory of Change with all submitted project designs. The level of 'reconstruction' needed during an review will depend on the quality of this initial TOC, the time that has lapsed between project design and implementation (which may be related to securing and disbursing funds) and the level of any changes made to the project design. In the case of projects pre-dating 2013 the intervention logic is often represented in a logical framework and a TOC will need to be constructed in the inception stage of the review.

potential negative effects may have been identified in the project design as risks or as part of the analysis of Environmental and Social Safeguards.

The Review will consider the extent to which the project has played a catalytic role³⁷ or has promoted scaling up and/or replication as part of its Theory of Change (either explicitly as in a project with a demonstration component or implicitly as expressed in the drivers required to move to outcome levels) and as factors that are likely to contribute to greater or long-lasting impact.

Ultimately UNEP and all its partners aim to bring about benefits to the environment and human well-being. Few projects are likely to have impact statements that reflect such long-lasting or broad-based changes. However, the Review will assess the likelihood of the project to make a substantive contribution to the long-lasting changes represented by the Sustainable Development Goals, and/or the intermediate-level results reflected in UNEP’s Expected Accomplishments and the strategic priorities of funding partner(s).

<p>Global Environment Facility</p>	<p>The Review should consider, under Effectiveness, the extent to which the evaluand is reaching Core Indicator targets (from GEF-6 onwards).</p>
<p>Global Environment Facility</p>	<p>The Review will determine, under Effectiveness, the project’s additionality by comparing the benefits of GEF support to a scenario without GEF support. It will identify specific areas where GEF support has contributed additional results and what these additional results were. It will provide quantitative and qualitative evidence to support the findings.</p>

E. Financial Management

Financial management will be assessed under three themes: *adherence* to UNEP’s financial policies and procedures, *completeness* of financial information and *communication* between financial and project management staff. The Review will establish the actual spend across the life of the project of funds secured from all donors. This expenditure will be reported, where possible, at output/component level and will be compared with the approved budget. The Review will verify the application of proper financial management standards and adherence to UNEP’s financial management policies. Any financial management issues that have affected the timely delivery of the project or the quality of its performance will be highlighted. The Review will record where standard financial documentation is missing, inaccurate, incomplete or unavailable in a timely manner. The Review will assess the level of communication between the UNEP Project Manager and the Fund Management Officer as it relates to the effective delivery of the planned project and the needs of a responsive, adaptive management approach.

³⁷ The terms catalytic effect, scaling up and replication are inter-related and generally refer to extending the coverage or magnitude of the effects of a project. Catalytic effect is associated with triggering additional actions that are not directly funded by the project – these effects can be both concrete or less tangible, can be intentionally caused by the project or implied in the design and reflected in the TOC drivers, or can be unintentional and can rely on funding from another source or have no financial requirements. Scaling up and Replication require more intentionality for projects, or individual components and approaches, to be reproduced in other similar contexts. Scaling up suggests a substantive increase in the number of new beneficiaries reached/involved and may require adapted delivery mechanisms while Replication suggests the repetition of an approach or component at a similar scale but among different beneficiaries. Even with highly technical work, where scaling up or replication involves working with a new community, some consideration of the new context should take place and adjustments made as necessary.

Global Environment Facility	The Review will determine, under Financial Management, i) time from CEO endorsement (FSP) / CEO approval (MSP) to first disbursement; ii) disbursement balance; iii) whether the project has secured co-financing higher than 35% and iv) time between CEO Endorsement and (likely) end of Terminal Review.
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F. Efficiency

Under the efficiency criterion, the Review will assess the extent to which the project delivered maximum results from the given resources. This will include an assessment of the cost-effectiveness and timeliness of project execution.

Focusing on the translation of inputs into outputs, *cost-effectiveness* is the extent to which an intervention has achieved, or is expected to achieve, its results at the lowest possible cost. *Timeliness* refers to whether planned activities were delivered according to expected timeframes as well as whether events were sequenced efficiently. The Review will also assess to what extent any project extension could have been avoided through stronger project management and identify any negative impacts caused by project delays or extensions. The Review will describe any cost or time-saving measures put in place to maximise results within the secured budget and agreed project timeframe and consider whether the project was implemented in the most efficient way compared to alternative interventions or approaches.

The Review will give special attention to efforts made by the project teams during project implementation to make use of/build upon pre-existing institutions, agreements and partnerships, data sources, synergies and complementarities³⁸ with other initiatives, programmes and projects etc. to increase project efficiency.

The factors underpinning the need for any project extensions will also be explored and discussed. Consultants should note that as management or project support costs cannot be increased in cases of 'no cost extensions', such extensions represent an increase in unstated costs to UNEP and implementing parties.

G. Monitoring and Reporting

The Review will assess monitoring and reporting across three sub-categories: monitoring design and budgeting, monitoring implementation and project reporting.

i. Monitoring Design and Budgeting

Each project should be supported by a sound monitoring plan that is designed to track progress against SMART³⁹ results towards the achievement of the project's outputs and outcomes, including at a level disaggregated by gender, marginalisation or vulnerability, including those living with disabilities. In particular, the Review will assess the relevance and appropriateness of the project indicators as well as the methods used for tracking progress against them as part of conscious results-based management. The Review will assess the quality of the design of the monitoring plan as well as the funds allocated for its implementation. The adequacy of resources for Mid-Term and Terminal Evaluation/Review should be discussed, where applicable.

ii. Monitoring of Project Implementation

³⁸ Complementarity with other interventions during project design, inception or mobilization is considered under Strategic Relevance above.

³⁹ SMART refers to results that are specific, measurable, achievable, relevant and time-oriented. Indicators help to make results measurable.

The Review will assess whether the monitoring system was operational and facilitated the timely tracking of results and progress towards project objectives throughout the project implementation period. This assessment will include consideration of whether the project gathered relevant and good quality baseline data that is accurately and appropriately documented. This should include monitoring the representation and participation of disaggregated groups, including gendered, marginalised or vulnerable groups, such as those living with disabilities, in project activities. It will also consider the quality of the information generated by the monitoring system during project implementation and how it was used to adapt and improve project execution, achievement of outcomes and ensure sustainability. The Review should confirm that funds allocated for monitoring were used to support this activity.

iii. Project Reporting

UNEP has a centralised Project Information Management System (PIMS) in which project managers upload six-monthly progress reports against agreed project milestones. This information will be provided to the Review Consultant(s) by the UNEP Project Manager. Some projects have additional requirements to report regularly to funding partners, which will be supplied by the project team. The Review will assess the extent to which both UNEP and donor reporting commitments have been fulfilled. Consideration will be given as to whether reporting has been carried out with respect to the effects of the initiative on disaggregated groups.

H. Sustainability (for Adaptation Fund, read Human and Ecological Sustainability and Security)

Sustainability⁴⁰ is understood as the probability of the benefits derived from the achievement of project outcomes being maintained and developed after the close of the intervention. The Review will identify and assess the key conditions or factors that are likely to undermine or contribute to the endurance of achieved project outcomes (i.e. 'assumptions' and 'drivers'). Some factors of sustainability may be embedded in the project design and implementation approaches while others may be contextual circumstances or conditions that evolve over the life of the intervention. Where applicable an assessment of bio-physical factors that may affect the sustainability of direct outcomes may also be included.

i. Socio-political Sustainability

The Review will assess the extent to which social or political factors support the continuation and further development of the benefits derived from project outcomes. It will consider the level of ownership, interest and commitment among government and other stakeholders to take the project achievements forwards. In particular the Review will consider whether individual capacity development efforts are likely to be sustained.

ii. Financial Sustainability

Some project outcomes, once achieved, do not require further financial inputs, e.g. the adoption of a revised policy. However, in order to derive a benefit from this outcome further management action may still be needed e.g. to undertake actions to enforce the policy. Other project outcomes may be dependent on a continuous flow of action that needs to be resourced for them to be maintained, e.g. continuation of a new natural resource management approach. The Review will assess the extent to which project outcomes are

⁴⁰ As used here, 'sustainability' means the long-term maintenance of outcomes and consequent impacts, whether environmental or not. This is distinct from the concept of sustainability in the terms 'environmental sustainability' or 'sustainable development', which imply 'not living beyond our means' or 'not diminishing global environmental benefits' (GEF STAP Paper, 2019, Achieving More Enduring Outcomes from GEF Investment)

dependent on future funding for the benefits they bring to be sustained. Secured future funding is only relevant to financial sustainability where the project outcomes have been extended into a future project phase. Even where future funding has been secured, the question still remains as to whether the project outcomes are financially sustainable.

iii. Institutional Sustainability

The Review will assess the extent to which the sustainability of project outcomes (especially those relating to policies and laws) is dependent on issues relating to institutional frameworks and governance. It will consider whether institutional achievements such as governance structures and processes, policies, sub-regional agreements, legal and accountability frameworks etc. are robust enough to continue delivering the benefits associated with the project outcomes after project closure. In particular, the Review will consider whether institutional capacity development efforts are likely to be sustained.

I. Factors Affecting Project Performance and Cross-Cutting Issues

(These factors are rated in the ratings table but are discussed within the Main Review Report as cross-cutting themes as appropriate under the other review criteria, above. If these issues have not been addressed under the Review Criteria above, then independent summaries of their status within the reviewed project should be given in this section)

i. Preparation and Readiness

This criterion focuses on the inception or mobilisation stage of the project (i.e. the time between project approval and first disbursement). The Review will assess whether appropriate measures were taken to either address weaknesses in the project design or respond to changes that took place between project approval, the securing of funds and project mobilisation. In particular, the Review will consider the nature and quality of engagement with stakeholder groups by the project team, the confirmation of partner capacity and development of partnership agreements as well as initial staffing and financing arrangements. *(Project preparation is included in the template for the assessment of Project Design Quality).*

ii. Quality of Project Management and Supervision

In some cases ‘project management and supervision’ may refer to the supervision and guidance provided by UNEP to implementing partners and national governments while in others it may refer to the project management performance of an implementing partner and the technical backstopping and supervision provided by UNEP. The performance of parties playing different roles should be discussed and a rating provided for both types of supervision (UNEP/Implementing Agency; Partner/Executing Agency) and the overall rating for this sub-category established as a simple average of the two.

The Review will assess the effectiveness of project management with regard to: providing leadership towards achieving the planned outcomes; managing team structures; maintaining productive partner relationships (including Steering Groups etc.); maintaining project relevance within changing external and strategic contexts; communication and collaboration with UNEP colleagues; risk management; use of problem-solving; project adaptation and overall project execution. Evidence of adaptive management should be highlighted.

Global Environment Facility	For internally executed projects the Review Consultant should review whether the segregation of responsibilities met the GEF requirements ⁴¹ (the GEF Agency must separate its project implementation and execution duties and establish each of the following: (a) A satisfactory institutional
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⁴¹ GEF Minimum Fiduciary Standards: Separation of Implementation and Execution Functions in GEF Partner Agencies (2019).

	arrangement for the separation of implementation and executing functions in different departments of the GEF Agency; and (b) Clear lines of responsibility, reporting and accountability within the GEF Agency between the project implementation and execution functions.
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iii. Stakeholder Participation and Cooperation

Here the term 'stakeholder' should be considered in a broad sense, encompassing all project partners, duty bearers with a role in delivering project outputs, target users of project outputs and any other collaborating agents external to UNEP and the implementing partner(s). The assessment will consider the quality and effectiveness of all forms of communication and consultation with stakeholders throughout the project life and the support given to maximise collaboration and coherence between various stakeholders, including sharing plans, pooling resources and exchanging learning and expertise. The inclusion and participation of all differentiated groups, including gender groups, should be considered.

iv. Responsiveness to Human Rights and Gender Equality

The Review will ascertain to what extent the project has applied the UN Common Understanding on the human rights-based approach (HRBA) and the UN Declaration on the Rights of Indigenous People. Within this human rights context the Review will assess to what extent the intervention adheres to UNEP's Policy and Strategy for Gender Equality and the Environment⁴².

The report should present the extent to which the intervention, following an adequate gender analysis at design stage, has implemented the identified actions and/or applied adaptive management to ensure that Gender Equality and Human Rights are adequately taken into account. In particular the Review will consider to what extent project design, implementation and monitoring have taken into consideration: (i) possible inequalities (especially those related to gender) in access to, and the control over, natural resources; (ii) specific vulnerabilities of disadvantaged groups (especially women, youth and children and those living with disabilities) to environmental degradation or disasters; and (iii) the role of disadvantaged groups (especially women, youth and children and those living with disabilities) in mitigating or adapting to environmental changes and engaging in environmental protection and rehabilitation.

v. Environmental and Social Safeguards

UNEP projects address environmental and social safeguards primarily through the process of environmental and social screening at the project approval stage, risk assessment and management (avoidance, or mitigation of potential environmental and social risks and impacts associated with project and programme activities. The Review will confirm whether UNEP requirements⁴³ were met to: *review* risk ratings on a regular basis; *monitor* project implementation for possible safeguard issues; *respond* (where relevant) to safeguard issues through risk avoidance, minimization, mitigation or offsetting and *report* on the

⁴² The Evaluation Office notes that Gender Equality was first introduced in the UNEP Project Review Committee Checklist in 2010 and, therefore, provides a criterion rating on gender for projects approved from 2010 onwards. Equally, it is noted that policy documents, operational guidelines and other capacity building efforts have only been developed since then and have evolved over time. https://wedocs.unep.org/bitstream/handle/20.500.11822/7655/-Gender_equality_and_the_environment_Policy_and_strategy-2015Gender_equality_and_the_environment_policy_and_strategy.pdf.pdf?sequence=3&isAllowed=y

⁴³ For the review of project concepts and proposals, the Safeguard Risk Identification Form (SRIF) was introduced in 2019 and replaced the Environmental, Social and Economic Review note (ESERN), which had been in place since 2016. In GEF projects safeguards have been considered in project designs since 2011.

implementation of safeguard management measures taken. UNEP requirements for proposed projects to be screened for any safeguarding issues; for sound environmental and social risk assessments to be conducted and initial risk ratings to be assigned, are reviewed above under Quality of Project Design).

The Review will also consider the extent to which the management of the project minimised UNEP's environmental footprint.

vi. Country Ownership and Driven-ness

The Review will assess the quality and degree of engagement of government / public sector agencies in the project. While there is some overlap between Country Ownership and Institutional Sustainability, this criterion focuses primarily on the forward momentum of the intended projects results, i.e. either: a) moving forwards from outputs to project outcomes or b) moving forward from project outcomes towards intermediate states. The Review will consider the involvement not only of those directly involved in project execution and those participating in technical or leadership groups, but also those official representatives whose cooperation is needed for change to be embedded in their respective institutions and offices (e.g. representatives from multiple sectors or relevant ministries beyond Ministry of Environment). This factor is concerned with the level of ownership generated by the project over outputs and outcomes and that is necessary for long term impact to be realised. Ownership should extend to all gender and marginalised groups.

vii. Communication and Public Awareness

The Review will assess the effectiveness of: a) communication of learning and experience sharing between project partners and interested groups arising from the project during its life and b) public awareness activities that were undertaken during the implementation of the project to influence attitudes or shape behaviour among wider communities and civil society at large. The Review should consider whether existing communication channels and networks were used effectively, including meeting the differentiated needs of gendered or marginalised groups, and whether any feedback channels were established. Where knowledge sharing platforms have been established under a project the Review will comment on the sustainability of the communication channel under either socio-political, institutional or financial sustainability, as appropriate.

Section 3. REVIEW APPROACH, METHODS AND DELIVERABLES

(This section has both standard text and parts that are specific to the project, to be filled in)

The Terminal Review will be an in-depth review using a participatory approach whereby key stakeholders are kept informed and consulted throughout the review process. Both quantitative and qualitative review methods will be used as appropriate to determine project achievements against the expected outputs, outcomes and impacts. It is highly recommended that the consultant(s) maintains close communication with the project team and promotes information exchange throughout the review implementation phase in order to increase their (and other stakeholder) ownership of the review findings. Where applicable, the consultant(s) should provide a geo-referenced map that demarcates the area covered by the project and, where possible, provide geo-reference photographs of key intervention sites (e.g. sites of habitat rehabilitation and protection, pollution treatment infrastructure, etc.)

The findings of the Review will be based on the following:

(a) A desk review of:

- Relevant background documentation;

- Project design documents (including minutes of the project design review meeting at approval); Annual Work Plans and Budgets or equivalent, revisions to the project (Project Document Supplement), the logical framework and its budget;
- Project reports such as six-monthly progress and financial reports, progress reports from collaborating partners, meeting minutes, relevant correspondence and any other monitoring materials etc.;
- Project deliverables (e.g. publications, assessments etc);
- Mid-Term Review or Mid-Term Evaluation of the project;
- Evaluations/Reviews of similar projects.

(b) Interviews (individual or in group) with:

- UNEP Project Manager⁴⁴;
- Project management team;
- UNEP Fund Management Officer (FMO);
- Sub-Programme Coordinator;
- Project partners;
- Relevant resource persons.
- Representatives from civil society and specialist groups (such as women's, farmers and trade associations etc).

(c) Surveys to be determined at inception phase.

(d) Field visits to Tbilisi, Georgia.

(e) Other data collection tools to be determined at inception phase.

Review Deliverables and Review Procedures

The Review Consultant will prepare:

- **Inception Report:** (see Annex 1 for a list of all templates, tables and guidance notes) containing an assessment of project design quality, a draft reconstructed Theory of Change of the project, project stakeholder analysis, review framework and a tentative review schedule.
- **Preliminary Findings Note:** typically in the form of a PowerPoint presentation, the sharing of preliminary findings is intended to support the participation of the project team, act as a means to ensure all information sources have been accessed and provide an opportunity to verify emerging findings.
- **Draft and Final Review Report:** containing an Executive Summary that can act as a stand-alone document; detailed analysis of the review findings organised by review criteria and supported with evidence; lessons learned and recommendations and an annotated ratings table.

⁴⁴ For GEF funded projects, UNEP Project Manager refers to the Task Manager.

A **Review Brief** (a 2-page overview of the evaluand and review findings) for wider dissemination through the UNEP website may be required. This will be discussed with the UNEP Project Manager no later than during the finalization of the Inception Report.

Review of the Draft Review Report. The Review Consultant will submit a draft report to the UNEP Project Manager and revise the draft in response to their comments and suggestions. The UNEP Project Manager will then forward the revised draft report to other project stakeholders, for their review and comments. Stakeholders may provide feedback on any errors of fact and may highlight the significance of such errors in any conclusions as well as providing feedback on the proposed recommendations and lessons. Any comments or responses to draft reports will be sent to the UNEP Project Manager for consolidation. The UNEP Project Manager will provide all comments to the Review Consultant for consideration in preparing the final report, along with guidance on areas of contradiction or issues requiring an institutional response.

The UNEP Evaluation Office provides templates and tools to support the review process and provides a formal assessment of the quality of the final Terminal Review report, which is provided within this report's annexed material. In addition, the Evaluation Office formally validates the report by ensuring that the performance judgments made are consistent with evidence presented in the Review report and in-line with the performance standards set out for independent evaluations. As such the project performance ratings presented in the Review report may be adjusted by the Evaluation Office.

At the end of the review process, the UNEP Project Manager will prepare a **Recommendations Implementation Plan** in the format of a table, to be completed and updated at regular intervals, and circulate the **Lessons Learned**.

The Review Consultant

The Review Consultant will work under the overall responsibility of the UNEP Task Manager Julien Lheureux, in consultation with the Administration Officer Fatma Twahir.

The Review Consultant will liaise with the UNEP Project Manager on any procedural and methodological matters related to the Review. It is, however, the consultants' individual responsibility (where applicable) to arrange for their visas and immunizations as well as to plan meetings with stakeholders, organize online surveys, obtain documentary evidence and any other logistical matters related to the assignment. The UNEP Project Manager and project team will, where possible, provide logistical support (introductions, meetings etc.) allowing the consultants to conduct the Review as efficiently and independently as possible.

The Review Consultant will be hired over a period of 7 months [October 2023 to April 2024] and should have the following: a university degree in environmental sciences, international development or other relevant political or social sciences area is required and an advanced degree in the same areas is desirable; a minimum of 7 years of technical / evaluation experience is required, preferably including evaluating large, regional or global programmes and using a Theory of Change approach; and a good/broad understanding of Climate Changes Transparency Projects is desired. English and French are the working languages of the United Nations Secretariat. For this consultancy, fluency in oral and written English is a requirement. Working knowledge of the UN system and specifically the work of UNEP is an added advantage. The work will be home-based with possible field visits.

The Review Consultant will be responsible, in close consultation with the UNEP Project Manager, for overall quality of the review and timely delivery of its outputs, described above in Section 11 Review Deliverables, above. The Review Consultant will ensure that all review criteria and questions are adequately covered.

Schedule of the Review

The table below presents the tentative schedule.

Table 3. Tentative schedule for the Review

Milestone	Tentative Dates
Tentative Contract Start date	1 October
Project preliminary calls	8 October
Inception Report	7 November 2023
Review Mission	13 to 17 December 2023 (Tentatively)
E-based interviews, surveys etc.	11 to 24 December
PowerPoint/presentation on preliminary findings and recommendations	20 January 2024
Draft Review Report to UNEP Project Manager	1 March 2024
Draft Review Report shared with wider group of stakeholders	25 March
Final Main Review Report submitted to the UNEP Evaluation Office for validation and quality assessment	25 March
Final Main Review Report	15 April
Final Main Review Report shared with all respondents	22 April

Contractual Arrangements

The Review Consultant(s) will be selected and recruited by the UNEP Project Manager under an individual Special Service Agreement (SSA) on a “fees only” basis (see below). By signing the service contract with UNEP/UNON, the consultant certifies that they have not been associated with the design and implementation of the project in any way which may jeopardize their independence and impartiality towards project achievements and project partner performance. In addition, they will not have any future interests (within six months after completion of the contract) with the project’s executing or implementing units. All consultants are required to sign the Code of Conduct Agreement Form.

Fees will be paid on an instalment basis, paid on acceptance and approval by the UNEP Project Manager of expected key deliverables. The schedule of payment is as follows:

Schedule of Payment:

1. Deliverable	2. Percentage Payment
3. Approved Inception Report (<i>as per Guidance Note</i>)	4. 30%

5. Approved Draft Main Review Report (<i>as per Guidance Note</i>)	6. 30%
7. Approved Final Main Review Report (<i>as per Report Template</i>)	8. 40%

Fees only contracts: Where applicable, air tickets will be purchased by UNEP and 75% of the Daily Subsistence Allowance for each authorised travel mission will be paid up front. Local in-country travel will only be reimbursed where agreed in advance with the UNEP Project Manager and on the production of acceptable receipts. Terminal expenses and residual DSA entitlements (25%) will be paid after mission completion.

The consultant may be provided with access to UNEP's information management systems (e.g. PIMS, IPMR, Anubis, SharePoint, etc.) and, if such access is granted, the consultants agree not to disclose information from that system to third parties beyond information required for, and included in, the Review Report.

In case the consultant is not able to provide the deliverables in accordance with these guidelines, and in line with the expected quality standards by the UNEP Project Manager, payment may be withheld at the discretion of the Head of Branch/Unit until the consultants have improved the deliverables to meet UNEP's quality standards.

If the consultant fails to submit a satisfactory final product to the UNEP Project Manager in a timely manner, i.e. before the end date of their contract, UNEP reserves the right to employ additional human resources to finalize the report, and to reduce the consultant's fees by an amount equal to the additional costs borne by the project team to bring the report up to standard or completion.

ANNEX X. QUALITY ASSESSMENT OF THE REVIEW REPORT (PROVIDED BY THE UNEP EVALUATION OFFICE)

Review Title: Terminal Review of the UNEP-GEF Project Georgia’s Integrated Transparency Framework for Implementation of the Paris Agreement, Project No. 10028, 2019 – 2023

Consultant: Justin Goodwin

All UNEP Reviews are subject to a quality assessment by the UNEP Evaluation Office. This is an assessment of the quality of the review product (i.e. Main Review Report).

	UNEP Evaluation Office Comments	Final Review Report Rating
Report Quality Criteria		
<p>Quality of the Executive Summary Purpose: acts as a stand alone and accurate <u>summary</u> of the main review product, especially for senior management. To include:</p> <ul style="list-style-type: none"> • concise overview of the review object • clear summary of the review objectives and scope • overall review rating of the project and key features of performance (strengths and weaknesses) against exceptional criteria • reference to where the review ratings table can be found within the report • summary response to key strategic review questions • summary of the main findings of the exercise/synthesis of main conclusions • summary of lessons learned and recommendations. 	<p>Final report (coverage/omissions): Concise executive summary with emphasis on the delivery of outcomes. Other evaluation criteria are not mentioned directly.</p> <p>Final report (strengths/weaknesses): The executive summary would have benefited from what went well and what was challenging during implementation, including it would have been beneficial to include key findings on sustainability and likelihood of impact support the achievement of outcomes assessment.</p>	4.5
<p>Quality of the ‘Introduction’ Section Purpose: introduces/situates the evaluand in its institutional context, establishes its main parameters (time, value, results, geography) and the purpose of the review itself. To include:</p> <ul style="list-style-type: none"> • institutional context of the project (sub-programme, Division, Branch etc) • date of PRC approval, project duration and start/end dates • number of project phases (where appropriate) • results frameworks to which it contributes (e.g. POW Direct Outcome) • coverage of the review (regions/countries where implemented) • implementing and funding partners • total secured budget 	<p>Final report (coverage/omissions): Concise description of the institutional context, purpose of the terminal review and key intended audience for the review findings.</p> <p>Final report (strengths/weaknesses): The geographical scope, secured budget, relevant MTS by years of the review weren’t included</p>	4.5

	UNEP Evaluation Office Comments	Final Review Report Rating
<ul style="list-style-type: none"> whether the project has been reviewed/evaluated in the past (e.g. mid-term, external agency etc.) concise statement of the purpose of the review and the key intended audience for the findings. 		
<p>Quality of the 'Review Methods' Section</p> <p><u>Purpose:</u> provides reader with clear and comprehensive description of review methods, demonstrates the <u>credibility</u> of the findings and performance ratings.</p> <p>To include:</p> <ul style="list-style-type: none"> description of review data collection methods and information sources justification for methods used (e.g. qualitative/ quantitative; electronic/face-to-face) number and type of respondents (see <i>table template</i>) selection criteria used to identify respondents, case studies or sites/countries visited strategies used to increase stakeholder engagement and consultation methods to include the voices/experiences of different and potentially excluded groups (e.g. vulnerable, gender, marginalised etc) details of how data were verified (e.g. triangulation, review by stakeholders etc.) methods used to analyse data (scoring, coding, thematic analysis etc) review limitations (e.g. low/ imbalanced response rates across different groups; gaps in documentation; language barriers etc) ethics and human rights issues should be highlighted including: how anonymity and confidentiality were protected. Is there an ethics statement? E.g. <i>'Throughout the review process and in the compilation of the Final Review Report efforts have been made to represent the views of both mainstream and more marginalised groups. All efforts to provide respondents with anonymity have been made.'</i> 	<p>Final report (coverage/omissions): The report presents a summary of the methods used for the study.</p> <p>Final report (strengths/weaknesses): One of the methods mentioned in the methods section is a survey. However, the population is neither defined nor the sampling rationale, sampling approach and the target number of respondents. The report also makes no mention of how the data was analysed or triangulated. Ethics and human rights issues were also not mentioned.</p>	3.5
<p>Quality of the 'Project' Section</p> <p><u>Purpose:</u> describes and <u>verifies</u> key dimensions of the evaluand relevant to assessing its performance.</p> <p>To include:</p>	<p>Final report (coverage/omissions): This section of the report provides good context in terms of the problem that the project sought to address and previous efforts/ interventions.</p>	4.5

	UNEP Evaluation Office Comments	Final Review Report Rating
<ul style="list-style-type: none"> • <i>Context</i>: overview of the main issue that the project is trying to address, its root causes and consequences on the environment and human well-being (i.e. synopsis of the problem and situational analyses) • <i>Results framework</i>: summary of the project's results hierarchy as stated in the ProDoc (or as officially revised) • <i>Stakeholders</i>: description of groups of targeted stakeholders organised according to relevant common characteristics • <i>Project implementation structure and partners</i>: description of the implementation structure with diagram and a list of key project partners • <i>Changes in design during implementation</i>: any key events that affected the project's scope or parameters should be described in brief in chronological order • <i>Project financing</i>: completed tables of: (a) budget at design and expenditure by components (b) planned and actual sources of funding/co-financing 	<p>The report also outlines the results hierarchy through the summarised results framework.</p> <p>Final report (strengths/weaknesses): The report also presents a good description of the project stakeholders, and their roles and the project implementation structure, outlines project changes during implementation.</p> <p>However, stakeholder description could have been elaborated with influence/ interest analysis and the amount received in GEF grant specified.</p>	
<p>Quality of the Theory of Change</p> <p><u>Purpose</u>: to set out the TOC at Review in diagrammatic and narrative forms to support consistent project performance; to articulate the causal pathways with drivers and assumptions and justify any reconstruction necessary to assess the project's performance.</p> <p>To include:</p> <ul style="list-style-type: none"> • description of how the <i>TOC at Review</i>⁴⁵ was designed (who was involved etc) • confirmation/reconstruction of results in accordance with UNEP definitions • articulation of causal pathways • identification of drivers and assumptions • identification of key actors in the change process • summary of the reconstruction/results re-formulation in tabular form. <i>The two results hierarchies (original/formal revision and reconstructed) should be presented as a two-column table to show clearly that, although wording and placement may have</i> 	<p>Final report (coverage/omissions): The report presents a ToC diagram.</p> <p>Final report (strengths/weaknesses): Outcome formulation is focused on use of outputs and less on describing changes expected in attitudes, conditions, behaviours by key stakeholders/ beneficiaries from the uptake and application of outputs under components 1-3. Use of project direct outcomes and project outcomes would have been beneficial in a reconstructed ToC for the further assessment of the project's performance.</p>	3.5

⁴⁵ During the Inception Phase of the review process a *TOC at Review Inception* is created based on the information contained in the approved project documents (these may include either logical framework or a TOC or narrative descriptions), formal revisions and annual reports etc. During the review process this TOC is revised based on changes made during project intervention and becomes the *TOC at Review*.

	UNEP Evaluation Office Comments	Final Review Report Rating
<i>changed, the results 'goal posts' have not been 'moved'. This table may have initially been presented in the Inception Report and should appear somewhere in the Main Review report.</i>		
<p>Quality of Key Findings within the Report</p> <p><u>Presentation of evidence:</u> nature of evidence should be clear (interview, document, survey, observation, online resources etc) and evidence should be explicitly triangulated unless noted as having a single source.</p> <p><u>Consistency within the report:</u> all parts of the report should form consistent support for findings and performance ratings, which should be in line with UNEP's Criteria Ratings Matrix.</p> <p><u>Findings Statements (where applicable):</u> The frame of reference for a finding should be an individual review criterion or a strategic question from the TOR. A finding should go beyond description and uses analysis to provide insights that aid learning specific to the evaluand. In some cases a findings statement may articulate a key element that has determined the performance rating of a criterion. Findings will frequently provide insight into 'how' and/or 'why' questions.</p>	<p>Final report (coverage/omissions): The report presents a concise assessment of all the criteria and sub-criteria with ratings.</p> <p>Final report (strengths/weaknesses): The findings presented in the report appear to be based on a narrow pool of evidence from the study. Data such as from the survey are not indicated in findings while some findings rely more on qualitative assessment by the reviewer and less on quantitative evidence. Presentation of evidence could have been improved through triangulation of the different data sources.</p> <p>Assessment of achievement of outcomes does not appear to reply on TOC.</p>	4
<p>Quality of 'Strategic Relevance' Section</p> <p><u>Purpose:</u> to present evidence and analysis of project strategic relevance with respect to UNEP, partner and geographic policies and strategies at the time of project approval.</p> <p>To include:</p> <p>Assessment of the evaluand's relevance vis-à-vis:</p> <ul style="list-style-type: none"> • Alignment to the UNEP Medium Term Strategy (MTS), Programme of Work (POW) and Strategic Priorities • Alignment to Donor/GEF/Partners Strategic Priorities • Relevance to Regional, Sub-regional and National Environmental Priorities • Complementarity with Existing Interventions: complementarity of the project at design (or during inception/mobilisation⁴⁶), with other interventions addressing the needs of the same target groups. 	<p>Final report (coverage/omissions): UNEP relevance, GEF relevance including focus on gender considerations, relevance to global, national and regional priorities (SDGs and Georgia, complementarity with exiting interventions/ coherence and complementarity with existing interventions by GIZ and the World Bank.</p> <p>Final report (strengths/weaknesses): The report clearly links the project to the UNEP Medium Term Strategy (MTS), Programme of Work (POW) and Strategic Priorities. The report also articulates the relevance of the project to the GEF strategic priorities and including to the priorities of the GEF Capacity-building Initiative for</p>	4.5

⁴⁶ A project's inception or mobilization period is understood as the time between project approval and first disbursement. Complementarity during project implementation is considered under Efficiency, see below.

	UNEP Evaluation Office Comments	Final Review Report Rating
	Transparency. Also articulated is the project's relevance to global national and regional priorities and its complementarity with existing interventions in Georgia. However, the report makes no mention of specific Georgia plans or priority documents.	
<p>Quality of the 'Quality of Project Design' Section <u>Purpose:</u> to present a summary of the strengths and weaknesses of the project design, on the basis that the detailed assessment was presented in the Inception Report.</p>	<p>Final report (coverage/omissions): The report provides an analysis of the different elements of project design in a balanced manner through identifying strengths and weaknesses.</p> <p>Final report (strengths/weaknesses): However, the assessment does not refer directly to the extent to which gender and human rights were addressed in the logical framework and monitoring and the Gender marker score is not applied. The analysis also didn't address the weaknesses in the Logical framework's formulation of outcomes and weaknesses in the causality logic in the TOC.</p>	4
<p>Quality of the 'Nature of the External Context' Section</p> <p><u>Purpose:</u> to describe and recognise, when appropriate, key <u>external</u> features of the project's implementing context that limited the project's performance (e.g. conflict, natural disaster, political upheaval⁴⁷), and how they affected performance.</p> <p>While additional details of the implementing context may be informative, this section should clearly record whether or not a major and unexpected disrupting event took place during the project's life in the implementing sites.</p>	<p>Final report (coverage/omissions): A description of the project context is included.</p> <p>Final report (strengths/weaknesses): The report makes a good analysis of the project implementation context by identifying the major risks (COVID-19, political stability and weather condition), mentions the mitigation measures put in place and makes judgement on how each of the events could have affected project implementation.</p>	5
<p>Quality of 'Effectiveness' Section (i) Availability of Outputs: <u>Purpose:</u> to present a well-reasoned, complete and evidence-based assessment of the outputs made available to the intended beneficiaries. To include:</p>	<p>Final report (coverage/omissions): This section of the report makes a detailed description of delivery and extent delivered for each output</p>	4

⁴⁷ Note that 'political upheaval' does not include regular national election cycles, but unanticipated unrest or prolonged disruption. The potential delays or changes in political support that are often associated with the regular national election cycle should be part of the project's design and addressed through adaptive management of the project team.

	UNEP Evaluation Office Comments	Final Review Report Rating
<ul style="list-style-type: none"> a convincing, evidence-supported and clear presentation of the outputs made available by the project compared to its approved plans and budget assessment of the nature and scale of outputs versus the project indicators and targets assessment of the timeliness, quality and utility of outputs to intended beneficiaries identification of positive or negative effects of the project on disadvantaged groups, including those with specific needs due to gender, vulnerability or marginalisation (e.g. through disability). 	<p>under component 1-3 based on evidence.</p> <p>Final report (strengths/weaknesses): However, the description of outputs delivered does not refer to the targets for each of the outputs nor is the quality of deliverables discussed. The presentation of these findings could also have been tabulated for ease of reference.</p>	
<p>ii) Achievement of Project Outcomes:</p> <p><u>Purpose:</u> to present a well-reasoned, complete and evidence-based assessment of the uptake, adoption and/or implementation of outputs by the intended beneficiaries. This may include behaviour changes at an individual or collective level.</p> <p>To include:</p> <ul style="list-style-type: none"> a convincing and evidence-supported analysis of the uptake of outputs by intended beneficiaries assessment of the nature, depth and scale of outcomes versus the project indicators and targets discussion of the contribution, credible association and/or attribution of outcome level changes to the work of the project itself any constraints to attributing effects to the projects' work identification of positive or negative effects of the project on disadvantaged groups, including those with specific needs due to gender, vulnerability or marginalisation (e.g. through disability). 	<p>Final report (coverage/omissions): This section of the report makes a good quantitative judgement of achievement of project targets for each of the outcome level indicators.</p> <p>Final report (strengths/weaknesses): However, analysis of drivers and assumptions is not included in the analysis. Also missing is the discussion of the contribution, credible association and/or attribution of outcome level changes to the work of the project itself; any constraints to attributing effects to the projects' work; identification of positive or negative effects of the project on disadvantaged groups, including those with specific needs due to gender, vulnerability or marginalisation (e.g. through disability). There is also insufficient evidence in attributing these changes to the project.</p>	3.5
<p>(iii) Likelihood of Impact:</p> <p><u>Purpose:</u> to present an integrated analysis, guided by the causal pathways represented by the TOC, of all evidence relating to likelihood of impact, including an assessment of the extent to which drivers and assumptions necessary for change to happen, were seen to be holding.</p> <p>To include:</p> <ul style="list-style-type: none"> an explanation of how causal pathways emerged and change processes can be shown an explanation of the roles played by key actors and change agents 	<p>Final report (coverage/omissions): A description of the likelihood of impact is included</p> <p>Final report (strengths/weaknesses): This section of the report presents an assessment of the likelihood of project impact through testing the assumptions in the theory of change in general terms but without delving into the specifics.</p>	4.5

	UNEP Evaluation Office Comments	Final Review Report Rating
<ul style="list-style-type: none"> explicit discussion of how drivers and assumptions played out identification of any unintended negative effects of the project, especially on disadvantaged groups, including those with specific needs due to gender, vulnerability or marginalisation (e.g. through disability). 		
<p>Quality of 'Financial Management' Section</p> <p><u>Purpose:</u> to present an integrated analysis of all dimensions evaluated under financial management and include a completed 'financial management' table (may be annexed). Consider how well the report addresses the following:</p> <ul style="list-style-type: none"> <i>adherence</i> to UNEP's financial policies and procedures <i>completeness</i> of financial information, including the actual project costs (total and per activity) and actual co-financing used <i>communication</i> between financial and project management staff 	<p>Final report (coverage/omissions): This section of the report is based on an analysis of the financial management aspects of the project during implementation including review of four audits.</p> <p>Final report (strengths/weaknesses): However, evidence for HS rating of communication between finance and project management staff is not corroborated with interviews of UNEP staff and UNEP TM.</p>	4.5
<p>Quality of 'Efficiency' Section</p> <p><u>Purpose:</u> to present an integrated analysis of all dimensions evaluated under efficiency (i.e. the primary categories of cost-effectiveness and timeliness). To include:</p> <ul style="list-style-type: none"> time-saving measures put in place to maximise results within the secured budget and agreed project timeframe discussion of making use, during project implementation, of/building on pre-existing institutions, agreements and partnerships, data sources, synergies and complementarities with other initiatives, programmes and projects etc. implications of any delays and no cost extensions the extent to which the management of the project minimised UNEP's environmental footprint. 	<p>Final report (coverage/omissions): Concise analysis of efficiency addressing use of digital tools, leveraging of additional resources, and the six (6) months extension due to Covid-19.</p> <p>Final report (strengths/weaknesses): However, more evidence from interviews or survey could have supported the reviewer's rating.</p>	4.5
<p>Quality of 'Monitoring and Reporting' Section</p> <p><u>Purpose:</u> to present well-reasoned, complete and evidence-based assessment of the evaluand's monitoring and reporting. Consider how well the report addresses the following:</p> <ul style="list-style-type: none"> quality of the monitoring design and budgeting (<i>including SMART results with</i> 	<p>Final report (coverage/omissions): All the three sub-criteria are assessed and rated.</p> <p>Final report (strengths/weaknesses): However, the report didn't delve into the intricate details of the M&E arrangements of the project. For example, the report doesn't comment</p>	3.5

	UNEP Evaluation Office Comments	Final Review Report Rating
<p><i>measurable indicators, resources for MTE/R etc.)</i></p> <ul style="list-style-type: none"> • quality of monitoring of project implementation (<i>including use of monitoring data for adaptive management</i>) • quality of project reporting (e.g. PIMS and donor reports) 	<p>on the appropriateness of the indicators used, the data collection methods, data sources, frequency of collection, data quality, data disaggregation and data use for course correction among others. Gender reporting could have been addressed further under monitoring design.</p>	
<p>Quality of 'Sustainability' Section</p> <p><u>Purpose:</u> to present an integrated analysis of all dimensions evaluated under sustainability (i.e. the endurance of benefits achieved at outcome level). Consider how well the report addresses the following:</p> <ul style="list-style-type: none"> • socio-political sustainability • financial sustainability • institutional sustainability 	<p>Final report (coverage/omissions): The report adequately addresses the three dimensions of sustainability and makes a reasoned judgement on each of them.</p> <p>Final report (strengths/weaknesses): Financial and institutional sustainability assessments were supported by input from discussions with stakeholders. While the project developed mechanisms to support sustainability, these are not well integrated in the analysis. Ownership beyond engagement in project activities at municipal level could have been reviewed.</p>	4.5
<p>Quality of Factors Affecting Performance Section</p> <p><u>Purpose:</u> These factors are not always discussed in stand-alone sections and may be integrated in the other performance criteria as appropriate. However, if not addressed substantively in this section, a cross reference must be given to where the topic is addressed and that entry must be sufficient to justify the performance rating for these factors.</p> <p>Consider how well the review report, either in this section or in cross-referenced sections, covers the following cross-cutting themes:</p> <ul style="list-style-type: none"> • preparation and readiness • quality of project management and supervision⁴⁸ • stakeholder participation and co-operation • responsiveness to human rights and gender equality • environmental and social safeguards 	<p>Final report (coverage/omissions): The report adequately addresses the listed factors (preparation and readiness, stakeholder participation and co-operation, responsiveness to human rights and gender equality, environmental and social safeguards, country ownership and driven-ness, communication and public awareness) affecting performance.</p> <p>Final report (strengths/weaknesses): However, the quality of project management and supervision focused on role of the Executing Agency (RECC) and didn't address the role of UNEP and the Task Manager. Assessment of stakeholder participation, cooperation and communication and public</p>	4.5

⁴⁸ In some cases 'project management and supervision' will refer to the supervision and guidance provided by UNEP to implementing partners and national governments while in others, specifically for GEF funded projects, it will refer to the project management performance of the executing agency and the technical backstopping provided by UNEP. This includes providing the answers to the questions on Core Indicator Targets, stakeholder engagement, gender responsiveness, safeguards and knowledge management, required for the GEF portal.

	UNEP Evaluation Office Comments	Final Review Report Rating
<ul style="list-style-type: none"> country ownership and driven-ness communication and public awareness 	<p>awareness could have benefited from quantifiable evidence. The analysis of Gender and Human rights also focused on number of participants rather than outcomes, assumptions, and drivers.</p>	
<p>Quality of the Conclusions Section</p> <p>(i) Conclusions Narrative: <u>Purpose:</u> to present summative statements reflecting on prominent aspects of the performance of the evaluand as a whole, they should be derived from the synthesized analysis of evidence gathered during the review process. To include:</p> <ul style="list-style-type: none"> compelling narrative providing an integrated summary of the strengths and weakness in overall performance (achievements and limitations) of the project clear and succinct response to the key strategic questions human rights and gender dimensions of the intervention should be discussed explicitly (e.g. how these dimensions were considered, addressed or impacted on) 	<p>Final report (coverage/omissions): Summary of key findings and responses to the three strategic questions.</p> <p>Final report (strengths/weaknesses): The conclusions section provides a good summary of the key finds and performance of the evaluand with a good balance of strengths and weaknesses and ratings. However, human rights and gender dimensions are limited to addressing engagement of women in the project's activities.</p>	4
<p>ii) Utility of the Lessons: <u>Purpose:</u> to present both positive and negative lessons that have potential for wider application and use (replication and generalization) Consider how well the lessons achieve the following:</p> <ul style="list-style-type: none"> are rooted in real project experiences (i.e. derived from explicit review findings or from problems encountered and mistakes made that should be avoided in the future) briefly describe the context from which they are derived and those contexts in which they may be useful do not duplicate recommendations 	<p>Final report (coverage/omissions): Six lessons of general value are included in the report.</p> <p>Final report (strengths/weaknesses): The lessons learned section presents some good lessons that can be applied to similar interventions. For example, the lesson on gender responsiveness on pro-actively engaging with individual women that may lead to positive gender outcomes</p>	5
<p>(iii) Utility and Actionability of the Recommendations: <u>Purpose:</u> to present proposals for specific action to be taken by identified people/position-holders to resolve concrete problems affecting the project or the sustainability of its results. Consider how well the lessons achieve the following:</p> <ul style="list-style-type: none"> are feasible to implement within the timeframe and resources available 	<p>Final report (coverage/omissions): The report presents some recommendations.</p> <p>Final report (strengths/weaknesses): All the three recommendations propose continued engagement with stakeholders in Georgia and are assigned to MEPA and RECC with no role assigned to UNEP. For a project that is operationally complete, unless</p>	3.5

	UNEP Evaluation Office Comments	Final Review Report Rating
<p>(including local capacities) and specific in terms of who would do what and when</p> <ul style="list-style-type: none"> include at least one recommendation relating to strengthening the human rights and gender dimensions of UNEP interventions represent a measurable performance target in order that the UNEP Unit/Branch can monitor and assess compliance with the recommendations. <p><u>NOTES:</u></p> <p>(i) In cases where the recommendation is addressed to a third party, compliance can only be monitored and assessed where a contractual/legal agreement remains in place. Without such an agreement, the recommendation should be formulated to say that UNEP project staff should pass on the recommendation to the relevant third party in an effective or substantive manner. The effective transmission by UNEP of the recommendation will then be monitored for compliance.</p> <p>(ii) Where a new project phase is already under discussion or in preparation with the same third party, a recommendation can be made to address the issue in the next phase.</p>	<p>there is going to be another phase of the project, these recommendations may not be actionable and are difficult to monitor.</p>	
<p>Quality of Report Structure and Presentation</p> <p>(i) Structure and completeness of the report:</p> <p>To what extent does the report follow the UNEP Evaluation Office structure and formatting guidelines?</p> <p>Are all requested Annexes included and complete?</p>	<p>Final report (coverage/omissions):</p> <p>The report is complete and well-structured in-line with formatting guidelines of UNEP Evaluation Office.</p> <p>Final report (strengths/weaknesses):</p> <p>However, the list of tables and the list of figures are missing making it harder to navigate the report.</p>	5
<p>(ii) Writing and formatting:</p> <p>Consider whether the report is well written (clear English language and grammar) with language that is adequate in quality and tone for an official document?</p> <p>Do visual aids, such as maps and graphs convey key information?</p>	<p>Final report (strengths/weaknesses):</p> <p>The report is well written in good and concise language. There is also moderate use of tables and figures in report.</p>	5
OVERALL REPORT QUALITY RATING	Moderately Satisfactory	4.3

ANNEX XI. GEF PORTAL QUESTIONS

GEF Portal Question	Terminal Review Response
GEF Portal question 1: What was the performance at the project's completion against Core Indicator Targets?	The core indicator targets were number of direct beneficiaries disaggregated by gender as co-benefit of GEF investment: 147 women; 148 men. The project made a considerable progress with 186 males (26% higher than the target) and 196 (33% higher than the target) female beneficiaries across all meetings and events.
GEF Portal question 2: What were the progress, challenges and outcomes regarding engagement of stakeholders in the project/program as evolved from the time of the MTR?	A Mid-Term Review was not conducted. The project enjoyed high stakeholder engagement throughout the entire work programme. It should be noted that the project team continued to maintain high levels of engagement during the COVID-19 pandemic, when everyone had to adapt to new ways of working. The project team noted benefits in hosting online training to in fact improve engagement for those who had previously been unable to travel to attend capacity building sessions.
GEF Portal question 3: Were the completed gender-responsive measures and, if applicable, actual gender result areas?	The project developed a gender action plan which set out the gender-responsive measures. To apply the UN Cooperative Framework gender marker, this project would align with a gender score of "1: Gender partially mainstreamed," as it has incorporated gender considerations throughout its activities, has gender specific indicators, and has collect sex-disaggregated data.
GEF Portal question 4: What was the progress made in the implementation of the management measures against the Safeguards Plan submitted at CEO Approval? The risk classifications reported in the latest PIR report should be verified and the findings of the effectiveness of any measures or lessons learned taken to address identified risks assessed.	The latest PIR report noted that "there were no major anticipated safeguard risks for this project and no environmental and social safeguard-responsive measures were documented at CEO Endorsement/ Approval in social safeguard action plan or equivalent". Indeed, since the project focused mainly on normative work and capacity building at the institutional level, the project's environmental and social risks are very low.
GEF Portal question 5: What were the challenges and outcomes regarding the project's completed Knowledge Management Approach, including: Knowledge and Learning Deliverables (e.g., website/platform development); Knowledge Products/Events; Communication Strategy; Lessons Learned and Good Practice; Adaptive Management Actions?	<p>In essence, the project itself is about knowledge management. The project outputs, including the Climate Change Data Management System, is a platform for knowledge sharing and good practice.</p> <p>The provision of technical assistance for the SECAPs, national GHG inventory improvements, and NDC tracking are all knowledge events and allowed for communication of lessons learned and good practice. Each session included Q&A to allow participated to raise questions and share experiences with each other and the project team.</p> <p>Regular meetings of the PSC and Climate Change Council were held. These meetings provided platforms for discussion, coordination, and feedback on project implementation, signifying an ongoing dialogue and knowledge exchange. A website was also created for the project to help facilitate communication between these groups.</p>

ANNEX XII. IMPLEMENTATION PLAN OF RECOMMENDATIONS

Project Title and Reference No.: Georgia's Integrated Transparency Framework for Implementation of the Paris Agreement

Project No. 10028

Contact Person (TM/PM): Julien Lheureux / Camilla Piviali

RECOMMENDATIONS	PLANS			
	ACCEPTED (YES/NO/PARTIALLY)	WHAT WILL BE DONE?	EXPECTED COMPLETION DATE	REPOSIBLE OFFICER/ UNIT/ DIVISION/ AGENCY
Recommendation #1: Continued support for municipalities with SECAP updates and improvements through enhanced guidance and tools. This may include supporting the development of municipal level transparency systems and building institutional arrangements (e.g. governance and legal frameworks for data provision, data collection methods, tools for statistical analysis etc.).	PARTIALLY	<p>The Government of Georgia has requested that UNEP assist in developing the proposal for a "Phase 2" CBIT Project. During the project development phase, the baseline and barriers will be thoroughly analyzed, and the project interventions will be designed based on the insights garnered from this analysis. Should it be pertinent to the project's scope and focus, Recommendation #1 may be incorporated into the CBIT phase 2 project components.</p> <p>Action: UNEP GEF Climate Mitigation Unit team will convey this recommendation to MEPA and RECC in the 1st stakeholder consultation workshop to take place during the development phase of the CBIT phase 2 project.</p>	Q3 or Q4 2024	UNEP GEF Climate Mitigation Unit
Recommendation #2: Establish and strengthen the expertise and technical teams gathering and preparing data for various reports at national and sub-	YES	The Government of Georgia has requested that UNEP assist in developing the proposal for a "Phase 2" CBIT Project.	Q3 or Q4 2024	UNEP GEF Climate Mitigation Unit

RECOMMENDATIONS	PLANS			
	ACCEPTED (YES/NO/PARTIALLY)	WHAT WILL BE DONE?	EXPECTED COMPLETION DATE	REPOSIBLE OFFICER/ UNIT/ DIVISION/ AGENCY
<p>national level, including experts in UNFCCC review processes, through a programme of training. This programme should be gender-responsive.</p>		<p>The Capacity-building Initiative for Transparency (CBIT) supports developing countries to build institutional and technical capacity to meet enhanced transparency requirements as defined in Article 13 of the Paris Agreement. The CBIT plays a key role in assisting countries with tools and training as they prepare their transparency reports to the UNFCCC.</p> <p>Recommendation #2 represents a fundamental component of CBIT projects, and it will be integrated throughout the overall CBIT phase 2 project intervention.</p> <p>Action: UNEP GEF Climate Mitigation Unit team will convey this recommendation to MEPA and RECC in the 1st stakeholder consultation workshop to take place during the development phase of the CBIT phase 2 project.</p>		
<p>Recommendation #3: Develop a living, all-stakeholder transparency improvement plan to further elaborate and embed the management and coordination tools of the national transparency system. This would include enhancing the climate change online data management system, development of a central management coordination system, further developments of the national inventory database, report and document, integration of MRV of the land use change and forestry sector and integrating adaptation measures into the NDC tracking system.</p>	PARTIALLY	<p>The Government of Georgia has requested that UNEP assist in developing the proposal for a "Phase 2" CBIT Project. During the project development phase, the baseline and barriers will be thoroughly analyzed, and the project interventions will be designed based on the insights garnered from this analysis. Should it be pertinent to the project's scope and focus, Recommendation #3 may be incorporated into the CBIT phase 2 project components.</p> <p>Action: UNEP GEF Climate Mitigation Unit team will convey this recommendation to MEPA and RECC in the 1st stakeholder consultation workshop to take place during the development phase of the CBIT phase 2 project.</p>	Q3 or Q4 2024	UNEP GEF Climate Mitigation Unit

The following is a summary of lessons learned from some of the project's experiences and based upon explicit findings of the review. They briefly describe the context from which the lessons are derived, and the potential for wider application:

Lesson Learned #1:	Sustainability of outcomes and benefits beyond closure is a significant challenge for capacity building projects in governmental institutions.
Context/comment:	Although stakeholders engaged well throughout the project and 23 local administrations reported SECAPs, sustained engagement is a challenge due to the multiple roles held by individuals and their current workload. Considerable effort is required for data collection at the municipality level, which needs to be sustained through resource development and training. It is important to understand and motivate organisations to provide the time and future training for sustained data gathering, analysis and reporting to decision makers. The assumption of sustainable funding for climate change actions needs to be met by adequate capacity and instrument development. In addition, the engagement and training of GHG inventory experts highlight the need to improve the succession, junior support and sustained knowledge of GHG inventory experts long term.
Lesson Learned #2:	CBIT projects have the opportunity to bring together the various transparency and climate change initiatives being implemented in a country at any one time.
Context/comment:	<p>CBIT project implementation typically happens a few years after project development. In the meantime, multiple parallel initiatives supporting transparency, delivered by either UNEP or other agencies, have developed. CBIT projects provide an additional opportunity to help government leads to navigate and integrate the different initiatives in country, avoiding duplication and inefficiency. This requires flexibility in the CBIT project to identify, understand, influence and integrate other transparency support activities into a single portfolio of improvement activities.</p> <p>The Georgia CBIT project exhibited elements of this integrating the SECAP support with ongoing support services provided by Energy Efficiency Centre (EEC).</p>

Lesson Learned #3:	Hybrid of virtual and in person activities can maximise efficiency and broaden a project's reach to different stakeholders.
Context/comment:	<p>COVID-19 forced this CBIT project to adapt to new ways of working, including pivoting to online training and delivery. This provided opportunities to reach a wider array of stakeholders, especially for municipalities who had shortages in personnel and who would not ordinarily be able to attend in-person meetings in Tbilisi.</p> <p>However, online meetings cannot always replace the benefit of relationships that are built face-to-face using a more personable communication style. This is often appreciated with people in government, and so in-person events should still play a role in CBIT projects. This can also provide a balance with challenges in computer literacy and comfort in attending online meetings.</p>
Lesson Learned #4:	Gender responsiveness, such as pro-actively engaging with individual women to take up positions of leadership, is effective in strong participation of women and leads to positive gender outcomes.
Context/comment:	The project team identified where there may be discrepancies in the representation of women's voices and took action to readdress the gender imbalance. This was most strongly noticed during the development of the MDCP platform, where the project team noted that only two women were serving as mayors within the municipalities that are part of the MDCP platform. The project team actively engaged these women and encouraged them to nominate themselves as Chair of the MDCP, which has resulted in strong leadership and benefits for the project.
Lesson Learned #5:	Establishing sustainable national and sub-national transparency electronic data systems supporting action is scalable and replicable.
Context/comment:	The CBIT project established the Climate Change Online Data Management System. The system helped municipalities to prepare their Sustainable Energy and Climate Action Plans (SECAP). It enabled the generation of an inventory report, which is an integral part of the SECAP. The system also allows to monitor NDC tracking on National level. The Climate Change Online Data Management

	<p>System can be replicable in other countries or regions. The CBIT project team from the Republic of Azerbaijan has expressed interested in the system and how it works. The system also supports the connections between central and local governments on implementing NDCs into their own institutional and transparency frameworks. Georgia has shared the progress of activities as well as key lessons learnt through the CBIT Global Coordination Platform.</p>
<p>Lesson Learned #6:</p>	<p>Further refinement and embedding of systems and solutions are needed over time and over active cycles of information updates (e.g. GHG inventory).</p>
<p>Context/comment:</p>	<p>The CBIT project established an updated QAQC plan and system as well as updates and improvements to certain categories within the greenhouse gas inventory. These improvements are in the process of being handed over to teams implementing the next update of the greenhouse gas inventory. It is important that these improvements are fully embedded properly into the next inventory updates cycle including iterative adjustments and amendments to their final implementation. This will require additional efforts to fully integrate following the conclusion of the CBIT project and potentially also increase initial burden on the inventory update teams which should be allowed for.</p>