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**Strengthening women's capacity in disaster risk
management reduction to cope with climate
change in Viet Nam (2013 – 2016)**

Final Report Appendices and Annexes

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Requested by: UN Women

October 17th, 2017

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Acronyms

Acronym	Definition
APWLD	Asia Pacific Forum on Women Law and Development
CBDRM	Community Based Disaster Risk Management
CCA	Climate Change Adaptation
CCNDPC	Central Steering Committee for Natural Disaster Prevention and Control
CCWG	Climate Change Working Group
CFSC	Committees for Floods and Storms Control
COP21	Paris Climate Change Agreement
CSO	Civil Society Organization
DAC	OECD Development Assistance Committee
DARD	Department of Agriculture and Rural Development
DIM	Direct Implementation Modality
DMWG	Disaster Management Working Group
DOLISA	Department of Labour, Invalids and Social Affairs
DRC	Disaster Risk Centre
DRR	Disaster Risk Reduction
DRM	Disaster Risk Management
EA	Evaluability Assessment
GOV	Government of Viet Nam
HFL4	Fourth High-Level Forum on Aid Effectiveness
HPPMG	Harmonized Project Programme Management Guidelines
HRBA	Human Rights-Based Approach
KAP	Knowledge Attitude Practice
LOA	Letter of Agreement
MARD	Ministry of Agriculture and Rural Development
NGO	Non-Governmental Organization
NIM	National Implementation Modality
OECD	Organisation for Economic Co-operation and Development
PMU	Project Management Unit
RBM	Results-Based Management
TOC	Theory of Change
TOR	Terms of Reference
UN	United Nations



UNDP	United Nations Development Programme
UNFCC	United Nations Framework Convention on Climate Change
UN Women	United Nations Entity for Gender Equality and the Empowerment of Women
VCO	UN Women Vietnam Country Office
VWU	Viet Nam Women's Union

Annexes

Annex A: Terms of Reference

Final Evaluation of the Programme "Strengthening women's capacity in disaster risk reduction to cope with climate change in Viet Nam (2013-2016)"

1. Background and context

Natural disasters affect women and men disproportionately, and existing gender inequality limits women from taking part in the range of disaster risk reduction (DRR) and response activities. A policy brief commissioned by the United Nations and Oxfam highlighted gender issues in DRR and climate change adaptation (CCA) in Viet Nam. For instance, the recent trend of feminization in agriculture, 51 percent of women compared to 46 percent of men working in agriculture (Viet Nam Labour and Employment Survey, 2011), puts more women at a high risk of losing income and productive resources due to storms, floods and drought. Women's work, which is mostly based in the informal sector and small scale farming, is often worst hit and they are least able to recover from disasters. Moreover, less access to resources, credit, markets and extension services places poor women at a serious disadvantage and limits their coping strategies.

The National Strategy for Natural Disaster Prevention, Response and Mitigation to 2020 (2007) and the National Programme on Community Based Disaster Risk Management (CBDRM) mention gender equality, gender mainstreaming and women's participation and empowerment in DRR and disaster risk management (DRM). However, the Law on Disaster Risk Management adopted by the National Assembly in 2013 has little reference to gender equality although it says gender equality is one of the principles in DRR and DRM. Stereotypes regarding the roles of women and men in DRR/DRM still prevail, meaning that women are often seen only as 'victims' and not as crucial actors in recovery and adaptation efforts.

Under the framework of the United Nations One Plan 2012-2016, specifically Focus Area 1 on inclusive, equitable and sustainable growth, UN Women Viet Nam is supporting the Viet Nam Women's Union (VWU) in the implementation of a four-year project on 'Strengthening women's capacity in disaster risk reduction to cope with climate change' (2012-2016) supported by the Government of Luxembourg. The long-term objective of the project is to build up the capacity of VWU at provincial, district and communal levels on DRR and DRM and to promote their participation and leadership in DRR planning and advocacy for more gender-sensitive DRR planning in Viet Nam.

Project Description:

In December 2012, UN Women and the Government of Luxembourg signed an agreement for a USD 1,303,000 project entitled 'Strengthening women's capacity in disaster risk reduction to cope with climate change in Viet Nam' from 2012 to December 2016 to be implemented in 5 provinces: Binh Dinh, Thua Thien Hue, Quang Binh, Ca Mau and Dong Thap. UN Women is the executing agency, responsible for technical guidance to Viet Nam Women's Union who is the national implementing partner of the project. Broadly, the objectives are to improve women's capacities in climate change risk reduction (DRR) and management (DRM); to enhance early warning

and to increase community awareness to better cope with climate change; and to increase women's participation in decision making for disaster preparedness and response.

In December 2013, UN Women conducted an evaluability assessment (EA) of the project to further improve the project design and measurability of results. The EA examined the project's theory of change (TOC) and project design, the availability of information, the conduciveness of context, accountability and resource allocation. Based on EA recommendations, in 2014 UN Women and Viet Nam Women's Union, with the approval from the donor, revised the project specific objectives, some indicators and targets to improve the project measurability. Below are revised project objectives:

Long-term objective: To increase women's participation in decision making to effectively address climate change adaptation and increase the resilience of the communities in preparedness and mitigation to natural disasters and reducing the negative consequences of climate change and natural disasters.

Specific Objective 1: To enhance the role of women through strengthening their capacity in the context of climate change on disaster risk reduction (DRR) and disaster risk management (DRM) actions.

Specific Objective 2: To enhance early warning messages in order to increase awareness and change behaviour of women and community to better cope with natural hazards.

Specific Objective 3: To strengthen women's participation in decision making in climate change discussions and particularly in DRR and DRM at local level with their full and formal participation in the Committees for Floods and Storms Control (CFSC).

UN Women has closely followed the EA recommendations and; (i) conducted gender analysis to identify gender issues in DRR in the project areas that can be fed into policy discussions at the national and provincial level; (ii) reviewed communication component of the project and/or review geographical expansion of the project in order to increase support to women's clubs under VWU to be able to have active discussions and in order to empower local women through DRR; and (iii) strengthened gender mainstreaming component of the project through reviewing programme design, conducting gender analysis to feed into policy discussions, and stronger advocacy roles of VWU at the national CFSC. *(The full Evaluability Assessment report will be provided at the evaluation process).*

2. Evaluation Purpose and Use

The overall purpose of this evaluation is to assess the extent to which the project has resulted in progress (or lack thereof) towards intended and/or unintended results regarding strengthening women's capacity in disaster risk reduction to cope with climate change in Viet Nam. It is mandatory, end-of-project external evaluation, to be undertaken as agreed with the donor of the project - the Government of Luxembourg. As the evaluation is funded by project funds, it will need to be completed in line with the end of the project by December 31, 2016.

The primary users of the evaluation include UN Women Viet Nam Country Office, the Government of Luxembourg and implementing partners such as Viet Nam Women's Union, Disaster Management Center (under the Directorate of Water Resources, Ministry of Agriculture and Rural Development). Secondary users will be the UN Disaster Management Working Group, the NGOs working group on Disaster Management and other relevant development partners as well as research institutions.

This is a summative evaluation and findings and recommendations is expected to help UN Women learn and refine its approaches to gender mainstreaming in DRR and DRM, and will be used by UN Women VCO for development and implementation of future programmatic interventions on gender and DRR/DRM. Additionally,

Viet Nam Women's Union will use the evaluation findings and recommendations to further strengthen their strategic interventions on disaster risk reduction and climate change adaptation.

The knowledge generated from the evaluation will also be shared with different stakeholders to inform their strategies for mainstreaming gender and women empowerment in DRR/DRM.

3. Evaluation Objectives, Criteria and Key Evaluation Questions:

The objective of the evaluation will:

- Assess the relevance of the project in terms of its alignment with national development and gender equality commitments, UN Women's mandate and comparative advantage, and if it meets the needs of the targeted communities.
- Assess effectiveness and efficiency in progressing towards the achievement of project objectives as defined in the intervention.
- Assess the impact and sustainability of the intervention in contributing to transformational change for gender equality and women's empowerment.
- Identify lessons learned, success stories and good practices in order to maximize the experiences gained.
- Provide actionable recommendations with respect to the UN Women intervention.

The evaluation should take into consideration the programme duration, existing resources and political environmental constraints.

Evaluation Key Questions:

It is anticipated that the evaluation seeks to answer the following questions. Please note that the specific questions to be answered will be finalized and agreed with the selected evaluation firm.

Evaluation criteria	Key questions
Relevance	<ul style="list-style-type: none"> a. To what extent is the intervention relevant to the needs and priorities as defined by beneficiaries? b. What is UN Women's comparative advantage in this area of work compared with other UN entities and key partners?
Effectiveness	<ul style="list-style-type: none"> a. To what extent has the programme made progress towards planned outcomes and outputs? Which areas or outcomes have progress and least progressed and why? b. How effective were the project strategies in achieving expected results? c. To what extent did the programme develop and build capacities of partners on gender equality and mainstreaming in DRR? d. How effective has the programme been in establishing ownership? e. Assess the effectiveness of the activities implemented by partner institutions and their contribution to the outcomes of the programme.

	<ul style="list-style-type: none"> f. Assess the lessons learned from these partnerships and the possibilities to replicate them. g. To what extent has the programme been implemented using a Human Rights based-approach?
Efficiency	<ul style="list-style-type: none"> a. Have resources (funds, human resources, time, expertise, etc.) been allocated strategically to achieve results? Have resources been used efficiently? b. Have programme funds and activities been delivered in a timely manner? c. Assess managerial and work efficiency. Were management capacities adequate? d. Has relevant international gender, climate change and disaster risk reduction expertise been sought? e. How effectively did the programme management team monitor programme performance and results?
Impact	<ul style="list-style-type: none"> a. Are there any immediate impacts (positive or negative, direct or indirect, intended or unintended observed)? b. To what extent was gender equality and women's empowerment advanced in disaster management at household, community and national level as a result of the intervention? c. To what extent has the project created changes in policy and institutional mechanism on disaster management in Viet Nam?
Sustainability	<ul style="list-style-type: none"> a. What steps have been taken to ensure programme sustainability? Are the programme results, achievements and benefits likely to be durable? b. Are results anchored in national institutions and can they be maintained at the end of the programme? c. Can the programme approach or results be replicated or scaled up by national partners? What would support their replication and scaling up?

4. Scope

This evaluation will look at UN Women's Climate Change and Disaster Risk Reduction programme. Under this, the scope of the evaluation is limited to the project funded by the Government of Luxembourg, implemented over the period of 4 years (January 2013 until December 2016) with a total budget of USD 1,303,000. The evaluators will look at the partnerships UN Women shares with the Viet Nam Women's Union and the Disaster Management Centre.

The project implements activities at the central level in Hanoi; and at provincial, district and commune levels. The project was implemented in 5 provinces in Viet Nam (Binh Dinh, Quang Binh, Thua Thien Hue, Ca Mau and Dong Thap). UN Women recommends that project be examined at all levels from central to local level, with evaluators

selecting one commune in at least three project provinces as study areas. Study areas can be identified based on agreed criteria.

The final evaluation of the project is to be conducted externally by an independent consultant team with substantive support from UN Women Viet Nam Country Office. It is planned to be conducted in the period of September to December 2016.

5. Methods, Processes and Timeframe

Methodology:

The evaluation will be based on gender and human rights principles, as defined in the UN Women Evaluation Policy. The evaluation will be conducted in accordance with UN Women evaluation guidelines and UNEG Norms, Standards, Ethical Guidelines, Code of Conduct for Evaluations and Integrating Human Rights and Gender Equality in Evaluations in the UN System.

The evaluation will be a transparent and participatory process involving relevant UN Women stakeholders and partners at national and sub-national levels. These are including but not limited to: UN Women staff, Viet Nam Women's Union project management unit, Disaster Management Center, sub-national Women's Union in target provinces, NGO partners (Oxfam, CARE, UNDP-Disaster Management Center (SCDM II) project), local government in some target communes, women and men beneficiaries.

The evaluation will examine all the relevant documents of the project, including logical framework of the project, annual work plan, progress report by implementing partners, UN Women's progress reports to the donor, knowledge products produced in the frameworks of the project, the evaluability assessment of the project conducted in early 2014, etc.

The evaluation methodology will employ mixed methods for data collection. The evaluation will have two levels of analysis and validation of information:

- *Level 1:* A desk review of information sources, such as, but not limited to: programme documentation, work plans, roles and responsibilities, partnership agreements, progress reports, meeting minutes, mission reports, monitoring reports, technical products developed, data collected, and any important correspondence between key parties.
- *Level 2:* In-depth analysis of the programme both by qualitative and quantitative data collection. This will involve visits to Hanoi and selected provinces where the project has been implemented, and will employ a number of evaluation methods ranging from document reviews, interviews, focus group discussions, surveys, observations.

Evaluation process:

The evaluation will look at the progress made towards the results of the programme and communicate lessons learned and any recommendations for future programming to UN Women and partners. The entire process will take place over a period of five months (estimated period: August-December 2016), in which collection of field data should be completed over a period of one month from the start of data collection.

The evaluation should include the following steps:

Step 1: Desk review and inception meeting

The Evaluation Firm will attend an inception meeting where orientation on programme objectives will be offered, as well as on progress made. At this stage of the evaluation, the evaluator will have the chance to speak with UN Women staff, as well as with selected stakeholder representatives. The Evaluation Firm will be given key programme documentation for review. The inception meeting, desk review of key programme documents (e.g. programme documentation, contracts, agreements, progress reports, monitoring reports, etc.), and key stakeholder interviews to understand the scope of the evaluation - will be held to inform the drafting of the inception report. This stage of the process can be home-based.

Step 2: Inception report

The draft Inception Report should be submitted, with methodology and evaluation design. The inception report will be reviewed by UN Women and the Reference Group. The Inception Report will then be finalized based on UN Women's feedback. The Inception Report should include final evaluation questions, identified stakeholders for interviews and discussions, and the methodology of the evaluation.

Step 3: Data collection (mixed-methods)

Interviews and focus group discussions should focus on how stakeholders view the programme. Data from programme staff, documentation, surveys (pre- and post-KAP survey) and stakeholder interviews and group discussions are used to determine plausibility of the programme model, i.e. to the extent it is properly implemented, sufficiently developed, and activities appropriate, to reasonably predict that the programme is contributing to the stated results, with a particular emphasis on output level results. This data collection will include both in-country, face-to-face and/or virtual (telephone, video conferencing) interviews.

Step 4: Data analysis and synthesis

Collected data should be analysed, and the Analysis Framework should be clearly explained in the report and also shared during the inception phase.

Step 5: Sharing of preliminary findings

The Evaluation Firm will share preliminary findings and recommendations with UN Women at the end of the field visit and interviews with stakeholders. The evaluator will draft the report and present the initial report to a group with representatives from UN Women and key stakeholders.

Step 6: Report writing

The Evaluation Firm makes conclusions and recommendations. Conclusions and recommendations are drawn from the data. The evaluator is encouraged to guard against validity threats, such as personal bias.

Step 7: Sharing of draft report

The Evaluation team finalizes a draft report and share the draft report to stakeholders in a validation meeting. The report structure should follow UNEG's evaluation report guidance. UN Women will review the report as part of quality assurance and will share it with the reference group for their feedback.

Step 8: Finalization of the Report

The Evaluation Team will finalize the report. Recommendations will be drafted for Management Response.

Step 9: Dissemination of Report

UN Women will develop a dissemination and utilization plan following the finalization of the Evaluation Report.

Timeframe / Work plan:

The timeframe (tentative) for the work of Evaluation Firm is planned in the period of 1st September to 15th December 2016.

Items	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
	July	Aug	Sep	Oct	Nov	Dec
TOR drafted and finalized	■					
Selection of consultants and hiring process		■	■			
Inception meeting, desk review and drafting inception report - 10 days			■			
Review of inception report by UN Women/reference group - 1 week			■			
Finalization of inception report - 1 week				■		
Data collection (in Vietnam) - 3 weeks				■	■	
Presentation of preliminary findings to UN Women - 1 day				■		
Drafting of the report (could be home-based) - 2 weeks					■	■
Review 1 st draft report by UN Women - 1 week					■	
Submit 2 nd draft report and review by UN Women - 1 week					■	■
Submit final draft report and review by reference group - 1 week						■
Facilitate a validation workshop with stakeholders - 1 day						■
Finalization and submission of final report - 1 week						■

6. Deliverables

The deliverables of the evaluation are as follows:

- i. **Inception Report:** The inception report should detail the evaluators' understanding of what is being evaluated and why, showing how each evaluation question will be answered by way of: proposed methods; proposed sources of data; and data collection procedures. The inception report should also include an evaluation matrix, proposed schedule of tasks, activities and deliverables. The inception report should also contain a description of the country visits. UN Women guidance on inception reports is available.
- ii. **Preliminary Findings:** The Evaluation Firm shall share initial findings and recommendations with the UN Women programme team prior to the stakeholders' consultation.
- iii. **Draft Report:** Report structure should follow UNEG evaluation report guidance.
- iv. **Presentation of draft report at a validation workshop:** A presentation should be prepared for sharing and feedback at a validation report organized by UN Women.
- v. **Final Report:** The final report will follow UN Women's Report Guidance, and be submitted in hard and in soft copy.

Note: All process should be guided by UNEG's guidance on human rights and gender equality in evaluation: <http://uneval.org/document/detail/1616>

7. Management Arrangement

The Evaluation Firm will work in consultation and close collaboration with UN Women staff and management structure as per the table below:

Actors and accountability	Roles and Responsibilities
VCO Country Representative	Safeguard of the independence of the evaluation exercise and ensure quality of the evaluation Prepare a management response to the evaluation
Evaluation Task Manager – Programme Officer	Provide inputs from the programme perspective Participate in the review of the evaluation methodology Observe the evaluation process Facilitate the process by providing available documents, data and contacts
ME focal point of VCO	Provide inputs from the programme perspective Participate in the review of all stages of the evaluation (finalization of TOR, inception, data collection, validation) Provide inputs for the evaluation report



Regional Evaluation Specialist	Support the UN Women Programme Team on all stages of evaluation management, in terms of technical evaluation issues
Reference Group – UN Women and Women's Union	Participate in various steps of the evaluation management process, such as inception meeting and commenting on draft reports
Evaluation Team Leader	Lead and conduct the evaluation, and be responsible for the relevant deliverables Communicate with UN Women whenever needed Oversee field visits and data collection
Evaluation Firm / Team Members	Conduct the evaluation, and be responsible for the relevant deliverables Communicate with UN Women whenever needed Conduct field visits and data collection

8. Personnel / Qualifications

The firm/companies/research organizations shall suggest the composition of an evaluator team with a mix expertise on disaster risk reduction and gender. Team leader and team composition cannot be changed after the contract is signed. It can be done so only with prior approval from UN Women.

A team of evaluators should clearly detail roles and responsibility of all consultants in the team, and the number of days each member shall work. CVs of all team members have to be attached, with at least 2 references. Sample of previous work should be included, they will be asked for during assessment of proposals. Changes in team composition has to be notified to UN Women, as this will have implications on proposal assessment.

A cover letter confirming availability for the task and total amount requested should be included in the proposal package. A team with both international and Vietnamese evaluators is highly desirable.

Qualifications for a team leader:

- At least Master's Degrees in social sciences, evaluation, development studies, disaster management or related fields;
- Extensive experience in conducting programme evaluations: 10 years for evaluation team leader, with at least 5 years of exposure to work on climate change and disaster risk management and/or gender, with demonstrable skills and knowledge of evaluation designs, both qualitative and quantitative data collection and analysis;
- Experience with gender-responsive evaluations is a requirement, as well as experience in leading evaluations of a budget of over 1 million USD;
- Fluency in English, with the ability to produce well written reports demonstrating analytical ability and communication skills;
- Facilitation skills and ability to manage diversity of views in different cultural contexts is a requirement;
- Excellent understanding and commitment to UN Women's mandate is a requirement;

- Previous experience of working with the UN, with experience of the Asia-Pacific Region, particularly Viet Nam, is a distinct advantage;
- Display of integrity, by modelling the UN's values and ethical standards;
- Cultural, gender, religion, race, nationality and age sensitivity and adaptability are required.

Qualifications for team members:

- At least Master's Degrees in social sciences, evaluation, development studies, disaster management, gender or related fields, with demonstrable strong evaluation experience;
- At least 5 year experience in participating in programme evaluations with gender-responsive evaluations is a requirement;
- Experience with programmes and/or evaluations on climate change and disaster risk reduction, including gender mainstreaming in programmes;
- Excellent understanding and commitment to UN Women's mandate is a requirement;
- Previous experience of working with the UN, with experience working in Viet Nam is a distinct advantage;
- Display of integrity, by modelling the UN's values and ethical standards;
- Cultural, gender, religion, race, nationality and age sensitivity and adaptability are required.

9. Evaluation Ethics

Evaluations in the UN will be conducted in accordance with the principles outlined in both UNEG Norms and Standards for Evaluation in the UN System and by the UNEG 'Ethical Guidelines for Evaluation'. These documents will be attached to the contract. Evaluators are required to read the Norms and Standards and the guidelines and ensure a strict adherence to it, including establishing protocols to safeguard confidentiality of information obtained during the evaluation. Evaluators are also required to be guided by UN Women's Handbook on Gender-Responsive Evaluations throughout the process.



Annex B: Matrix Questionnaire

Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
Relevance: To what extent is the intervention relevant to the needs and priorities as defined by stakeholders?					
<p>To what extent is the intervention relevant to the needs and priorities of beneficiaries/stakeholders:</p> <ul style="list-style-type: none"> - VWU central local VWU and DRM authorities, as well as communities related to their capacity building needs in CCA, DRR and DRM? - MARD/DMC for the Committee for Natural Disaster Prevention and Control/MARD at the local level (DARD) - The project's alignment with the national priorities in Vietnam – DRR/CCA and Gender 	<p>b. By the end of the project, how many issues will have been identified and upheld by VWU on gender equality and women's participation in DRR planning and actions in disaster and climate prone locations with high risk. Have people's needs and priorities been considered and improved?</p>	<p>Key Informant Interviews with Selected Stakeholders at VWU Monitoring Reports Baseline and end-line survey (KAP)</p>	<p>Meetings with VWU -Project Director -Project Coordinator -DRE Focal Point in VWU/Head of Administrative Unit</p>	<p>Project Management Unit Specialist working on DRR</p>	
<p>To what extent is the intervention relevant to the local situations related to CC and ND situations?</p>	<p>In terms of capacity, (80%) trained staff of VWU and members of CNDPC at provincial, district and commune level have an understanding of basic concepts and gender issues in CBDRM in areas that are disaster and climate prone locations with high risk.</p>	<p>Key Informant Interviews with Selected Stakeholders Focus Groups</p>	<p>Local leaders, villagers, women and men</p>	<p>4 focus groups in 2 provinces: Dong Thap and, Thua Thien Hue KAP Survey</p>	
<p>Is the project management structure suitable for the capacity building in CCA/DRR/DRM and for achieving project</p>	<p>No specific indicator but objective is to ascertain if there are measures that will</p>	<p>Key Informant Interviews with Selected Stakeholders</p>	<p>UN Women – Programme Manager and Consultant on Gender and DRR</p>	<p>From within these groups: Key Informant Interviews On-line Survey(s)</p>	



Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
objectives?	demonstrate whether the management structure and capacity building is contributing to achieving project objectives	Monitoring Reports Government Reports On-line survey(s)	-Programme Specialist -Country Representative -Regional Policy Advisor for CC/DRR Government of Vietnam- DMC project focal point/in-charge, Central Committee of NDM and Flooding protection/also the department of Natural Disaster Prevention and Control under MARD National Stakeholders – selected interviews in Hanoi and selected remote interviews in the provinces Oxfam GB, CARE, UNDP Technical Advisor	Focus groups KAP Survey	
To what extent is the intervention relevant to the needs and priorities as defined by beneficiaries, particularly by women in the communities?	No specific indicator but the objective is to ascertain whether the beneficiaries, particularly women in the communities, perceive the interventions as positive.	Document Review Focus groups in provinces	Participants in the focus groups in 2 selected provinces	4 focus groups in two selected provinces: Dong Thap and Thua Thien Hue	
What is UN Women's comparative advantage in this area of work compared with other UN entities and key partners?	No specific indicator but objective is to ascertain how UN Women's work is relevant and compares with work of other UN entities and key partners Evidence that UN Women's intervention is meeting the gaps / specifically on gender which are not addressed by other UN / NGOs.	Document Review Key Informant Interviews with Selected Stakeholders at UN Women in Hanoi VWU in Hanoi Government of Viet Nam	Meeting with UN Women -Programme Manager and Consultant on Gender and DRR -Programme Specialist -Country Representative -Regional Policy Advisor for CC/DRR Meetings with VWU -Project Director -Project Coordinator -DRE Focal Point in VWU/Head of	Vietnam Project Staff Regional Team Members Selected staff of VWU Selected staff from relevant government stakeholders	



Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
			Administrative Unit Government of Vietnam- DMC project focal point/in-charge, Central Committee of NDM and Flooding protection/also the Department of Natural Disaster Prevention and Control under MARD		
What are the results of the coordination with existing networks of institutions/stakeholders by UN Women related to CCA/DRR/DRM and what is the value added by UN Women's participation? How have these improved?	No specific indicator but objective is to see how best to coordinate with existing networks and ascertain the value added by UN Women?	Document Review Key Informant Interviews with Selected Stakeholders at UN Women in Hanoi	Meeting with UN Women -Programme Manager and Consultant on Gender and DRR -Programme Specialist -Country Representative -Regional Policy Advisor for CC/DRR	Vietnam Project Staff Regional Team Members	
Effectiveness: To what extent has the programme made progress towards planned outcomes and outputs? Which areas or outcomes have progressed most and which have progressed least and why?					
To what extent has the programme made progress towards planned outcomes and outputs? Which areas or outcomes have progressed most and which have progressed least and why?		Document Review Monitoring Reports Interviews Focus Groups	Progress Reports Monitoring Reports Interviews with Government, UN Women, VWU, Field missions	Sample of interviewees in Hanoi and Focus Groups in 2 selected provinces On-line survey(s)	
What (and how long term) is the strategy/action plan to build capacity of partners to deal with CCA and DRR/DRM?	Are examples of building capacity of partners reflected in the following: By the end of the project, will 75% of targeted households have DRR plans in place which are known to all family members; will 50% of targeted households practice at least 3 disaster preparedness and mitigation measures at	Document review Key Informant Interviews On-line Survey(s) Focus groups	Meeting with UN Women -Programme Manager and Consultant on Gender and DRR -Programme Specialist -Country Representative -Regional Policy Advisor for CC/DRR Meetings with VWU -Project Director	Sampling from Key Informant Interviews On-line Survey(s) Focus groups	



Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
	houseful level, and will 85% of women and girls, who have received first aid training, have the necessary survival skills to protect themselves during disasters.		<ul style="list-style-type: none"> -Project Coordinator -DRE Focal Point in VWU/Head of Administrative Unit Government of Vietnam- DMC project focal point/in-charge, Central Committee of NDM and Flooding protection/also the department of Natural Disaster Prevention and Control under MARD National Stakeholders – selected interviews in Hanoi and selected remote interviews in the provinces Representative Agencies responsible for disaster risk management, risk reduction etc. Communes, Red Cross Provincial PMUs Oxfam GB, CARE, UNDP Technical Advisor 		
What are the strategies or interventions related to capacity building or institutional development of related government stakeholders or institutions working on CCA/DRR and DRM at central and local levels? What are the achievements thus far?	In terms of the 3 indicators in the above questions, what have been the achievements to date?	<ul style="list-style-type: none"> Document review Key Informant Interviews On-line Survey(s) Focus groups 	<ul style="list-style-type: none"> Meeting with UN Women -Programme Manager and Consultant on Gender and DRR -Programme Specialist -Country Representative -Regional Policy Advisor for CC/DRR Meetings with VWU -Project Director -Project Coordinator 	<ul style="list-style-type: none"> Selection of: Key Informant Interviews On-line Survey(s) Focus groups KAP Survey 	

Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
			<p>-DRE Focal Point in VWU/Head of Administrative Unit</p> <p>Government of Vietnam- DMC project focal point/in-charge, Central Committee of NDM and Flooding protection/also the department of Natural Disaster Prevention and Control under MARD</p> <p>National Stakeholders – selected interviews in Hanoi and selected remote interviews in the provinces</p>		
How effective were project strategies in achieving expected results on enhancing grassroots women's awareness and capacity and CBDRM?	<p>Percentage of trained women who report an increase in their capacity on gender issues in disaster risk reduction (DRR) verified and triangulated by data from other lines of evidence.</p> <p>Number and quality of community gender sensitive preparedness plans and responses mechanism for natural disaster at commune level .</p> <p>Number of women leaders in decision making bodies such as CFSC and quality of decision making in bodies(i.e. level of input)</p>	<p>Document review</p> <p>Key Informant Interviews</p> <p>On-line Survey(s)</p> <p>Focus groups</p>	<p>Meeting with UN Women</p> <p>-Programme Manager and Consultant on Gender and DRR</p> <p>-Programme Specialist</p> <p>-Country Representative</p> <p>-Regional Policy Advisor for CC/DRR</p> <p>Meetings with VWU</p> <p>-Project Director</p> <p>-Project Coordinator</p> <p>-DRE Focal Point in VWU/Head of Administrative Unit</p> <p>Gov't of Vietnam-DMC project focal point/in-charge, Central Committee of NDM and Flooding protection/also the department of Natural Disaster Prevention and Control under MARD</p> <p>National Stakeholders – selected</p>	<p>Selection of:</p> <p>Key Informant Interviews</p> <p>On-line Survey(s)</p> <p>Focus groups</p> <p>KAP Survey</p>	



Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
			interviews in Hanoi and selected remote interviews in provinces		
To what extent did the programme develop and build capacities of partners on gender equality and mainstreaming in DRR?	No direct indicator but was partner capacity on gender equality built and mainstreamed?	Document review Key Informant Interviews On-line Survey(s) Focus groups	Same as question above	Same as question above	
f.1. How effective has the programme been in establishing ownership by women and men? Has an in-depth gender analysis been conducted and if so, what are its results?	(2) high level discussions held at the national level on gender equality in disease risk reduction in collaboration with VWU with participation from relevant ministries and departments	Focus Group participants Department of Agriculture and Rural Development in the provinces Women's Clubs in the provinces	Focus groups in particular but also with input from DARDs and women's clubs in provinces	Focus groups	
Assess the effectiveness of the activities implemented by partner institutions and their contribution to the outcomes of the programme.	No direct indicator but check on effectiveness of contribution of partners to outcomes	Document Review Key Informant Interviews On-line survey(s)	All sources as listed above	Check all partners and all key stakeholders to ascertain their views of partners input	
Lessons learnt from partnerships and possibilities of replicating them		Progress Reports Monitoring Reports Interviews with partners Interviews with UN Women, VWU, Provincial authorities, CSOs, women and men in communes involved	All sources listed above	Check all partners and all key stakeholders to ascertain their views of partners input	Has cooperation with project partners been effective?
To what extent has the programme made progress towards planned	Percentage of trained women who report an increase in their capacity on gender issues in	Document Review Key Informant Interviews	All sources as listed above	Sample of all the sources	Has relevant gender expertise been sought? Have available gender



Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
outcomes and outputs? Which areas or outcomes have progressed most and have progressed least and why?	<p>disaster risk reduction (DRR) verified and triangulated by data from other lines of evidence.</p> <p>Number and quality of community gender sensitive preparedness plans and responses mechanism for natural disaster at commune level.</p> <p>Number of women leaders in decision making bodies such as CFSC and quality of decision making in bodies (i.e. level of input)</p>	On-line Survey(s)			mainstreaming tools been adapted and utilized?
Efficiency: Have resources (funds, human resources, time, expertise, etc.) been allocated strategically to achieve results? Have resources been used efficiently?					
Have resources (funds, human resources, time, expertise, etc.) been allocated strategically to achieve results? Have resources been used efficiently?	<p>In general, do the results achieved justify the costs?</p> <p>Have project funds and activities been delivered in a timely manner?</p>	Document Review	<p>Budget reporting in Progress Reports</p> <p>Monitoring Reports</p> <p>Interviews</p>	<p>UN Women</p> <p>VWU</p> <p>Project Staff</p> <p>Donors</p>	
How effective and suitable to local situations was the content and methodology provided for capacity building related to CCA/DRR and DRM? For example, capacity building provided to WUs and other stakeholders at different levels and localities?	No direct indicator but verify if the support for capacity building has been delivered efficiently with demonstrated results.	<p>Document Review</p> <p>Training Materials</p> <p>Focus Groups</p>	<p>Focus Group Data from the provinces selected</p> <p>Relevant Local Government agencies</p> <p>Local Partners</p>	Check with all stakeholders to gain a perspective on efficiency?	



Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
			Women and men who participated in training and messaging exercises		
Have programme funds and activities been delivered in a timely manner?	Review of transactions to verify	Document Review Key Informant Interviews Analysis of spending/budget	Review of funds transfers and interview with related staff	Involve all staff working on funding	
Assess managerial and work efficiency. Were management capacities adequate?	Review management time and focus	Document Review Key Informant Interviews	Review of management decisions and their impact	Interview managers and staff	
Has relevant international gender, climate change and disaster risk reduction expertise been identified and utilized?	No direct indicator but verify	Document Review Key Informant Interviews On-line surveys	Review level of TA assistance sought and utilised	Review all TA assistance	
m.1. How has CCA/DRR/DRM been integrated into the capacity building activities for UN Women?	Review the capacity building training to see if this was integrated in the training and by the end of the project, the following results were achieved: 75% of targeted households will have DRR plans in place which are known to all family members; if 50% of targeted households practice at least 3 disaster preparedness and mitigation measures at houseful level, and if 85% of women and girls, who have received first aid training, have the necessary survival skills to protect themselves during disasters.	Document Review Key Informant Interviews with UN Women Staff	UN Women – Programme Manager and Consultant on Gender and DRR -Programme Specialist -Country Representative -Regional Policy Advisor for CC/DRR	Representatives of each target group	



Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
<p>How effectively did the programme management team monitor programme performance and results?</p> <p>How is the mechanism for reporting/feedback from communities implementing activities working with the provincial and central level project management unit?</p>	No indicator but check on how monitoring was done and whether there were examples of how it impacted on programming and how feedback was reported	Document Review Key Informant Interviews (in Hanoi and in the provinces)	Stakeholders at provincial and central level management units and UN Women	Questioning all relevant personnel at central and provincial levels	
<p>Starting with existing baseline data (CAP survey and evaluability assessment), how has the program increased women's awareness and changed their behavior towards coping with natural disasters? (Please cite examples)</p>	Review whether women's increased awareness has led to examples of 75% of targeted households having DRR plans in place which are known to all family members; of 50% of targeted households practicing at least 3 disaster preparedness and mitigation measures at household level, and 85% of women and girls, who have received first aid training, having the necessary survival skills to protect themselves during disasters.	Document Review Focus Groups	Women who participated in training in the focus groups	Sample all women in the focus groups	
<p>Impact: Are there any immediate impacts (positive or negative, direct or indirect, intended or unintended observed)?</p>					
<p>Are there any immediate impacts (positive or negative, direct or indirect, intended or unintended) observed in terms CCA/DRR/DRM in the localities?</p>	Both indicator (1) # of policy briefs published to provide evidence base for further work on gender equality in disaster risk reduction, # and quality of engendered disaster risk and climate plans with input from women and also identify and capture unintended results	Document Review Key Informant Interviews (in Hanoi and in the provinces selected) Focus Groups On-line surveys	Cover document review and all stakeholders	Seeking inputs from all stakeholders to identify a wide variety of planned and other impacts	
<p>To what extent was gender equality and</p>	At least 50% of targeted house	Document Review	Focus groups and UN and UNW	All focus groups and UNW and	

Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
women's empowerment advanced in disaster management at household, community and national level as a result of the intervention?	holds are practicing at least 3 disaster preparedness and mitigation measures at household level by the end of the project. These are measures also take into consideration gender sensitive aspects.	Provincial Government Agencies Focus Groups	stakeholders at national level	UN at national level	
To what extent has the project created changes in policy and institutional mechanisms on disaster management in Viet Nam?	1) # of policy briefs published to provide evidence base for further work on gender equality in disaster risk reduction	Key Informant Interviews with Selected Stakeholders On-line survey(s)	UN Women – Programme Manager and Consultant on Gender and DRR -Programme Specialist -Country Representative -Regional Policy Advisor for CC/DRR Government of Vietnam- DMC project focal point/in-charge, Central Committee of NDM and Flooding protection/also the department of Natural Disaster Prevention and Control under MARD National Stakeholders – selected interviews in Hanoi and selected remote interviews in the provinces Oxfam GB, CARE, UNDP Technical Advisor	A sample of as many stakeholders as possible from each group	
Are women participating in decision making in climate change discussions e.g., including in Committees for Floods /Storm control? Have training materials and guidelines been developed and are they being used?	Percentage of trained women who report an increase in their capacity on gender issues in disaster risk reduction (DRR). This is also verified by other lines of evidence.	Document Review List of Committees for Floods and Storm Control (CFSC) Training Materials Focus Groups	Women at both the national level who are participating in high level discussions and women at local levels participating in Committees for Floods/Storm control	A selection of both	



Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
	Number of community gender sensitive preparedness plans and responses mechanism for natural disaster at commune level.				
Sustainability: What steps have been taken to ensure programme sustainability? Are the programme results, achievement and benefits likely to be durable?					
What steps have been taken to ensure programme sustainability? Are the programme results, achievements and benefits likely to be durable?					
Are results anchored in national institutions and can they be maintained at the end of the programme?	No direct indicator but verify if the gains made can be maintained	Document Review Key Informant Interviews On-line Survey(s) Focus Groups	All national stakeholders especially UN Women and Women's Union	Sample all key national stakeholders r	Focus on increased capacity of stakeholders from government and civil society to formulate/advocate for new policy related to planning on DRM, DMM and Climate Change
Can programme results/models related to CCA/DRR/DRM be replicated or scaled up at local levels and/or national levels? What support is there for replication and scaling-up?	No direct indicator but objective is to identify how women's capacity in disaster risk reduction to cope with climate change in Viet Nam can be sustained, replicated and scaled up?	Key Informant Interviews On-line survey(s) Focus groups	Meetings with VWU -Project Director -Project Coordinator -DRE Focal Point in VWU/Head of Administrative Unit UN Women – Programme Manager and Consultant on Gender and DRR -Programme Specialist -Country Representative -Regional Policy Advisor for CC/DRR Government of Vietnam-	A sample of all groups to gain a full picture of what possible replication and scaling up is possible and at what level.	



Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
			<p>DMC project focal point/in-charge, Central Committee of NDM and Flooding protection/also the department of Natural Disaster Prevention and Control under MARD</p> <p>National Stakeholders – selected interviews in Hanoi and selected remote interviews in the provinces</p> <p>Representative Agencies responsible for disaster risk management, risk reduction etc.</p> <p>Communes, Red Cross Provincial PMUs</p> <p>Oxfam GB, CARE, UNDP Technical Advisor</p>		
<p>w. Is women's participation integrated into formal decision-making? What is the quality of that participation (e.g., what level)? (Please cite examples)</p>	<p>12% of communes where CNDPC have capacity to conduct risk assessments according to CBDR and mainstream gender into disaster risk reduction plans and by the end of the project, 2 issues identified and upheld by VWU on gender equality and women's participation in DRR planning and action.</p>	<p>List of CFSC and other related committees Focus Groups Key Informant Interviews</p>	<p>Same as above question</p>	<p>A sample of the key stakeholder groups above to identify examples of women participating in formal decision making and to ascertain if women overall are participating in formal decision making.</p>	

Focus group questions for 2 selected provinces

Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
<p>Expected Results 1. Training and TOT Training : Enhanced role of women through the improvement of their capacity in the context of climate change in DRR and DRM actions- Enhanced role of women through strengthening the capacity of Vietnam Women's Union on gender mainstreaming and disaster risk reduction as a part of the Committee for Flood and Storm Control (CFSC)</p>					
<p>Communities (commune women, head villagers, ...)</p>					
<p>How many times have you participated in the training courses? Which ones? Can you describe the content of the training courses to me?</p> <p>(only for those trained, not for Provincial WU, chairman of CFSC and others)</p>	<p>Output 1: Percentage of trained women who report an increase in their capacity on gender issues in disaster risk reduction (DRR)</p>	<p>Focus Groups in the Provinces/Districts Document Review</p>	<p>Women who have been exposed to training in the communes from communes, including village heads and project progress reports</p> <p>Interviews with CNDPC and local VWU</p> <p>Progress Reports</p> <p>Pre-post training reports</p> <p>KAP survey</p>	<p>The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province. This will include women who were training.</p> <p>Interviews with key partners and stakeholders</p>	<p>Link with KAP and Pre and Post training evaluations</p>
<p>Was there anything about the course that you found difficult or confusing?</p> <p>(same as above)</p>	<p>Output 1 training: Percentage of trained women who report an increase in their capacity on gender issues in disaster risk reduction (DRR)</p>	<p>Focus Groups in the Provinces/Districts Document Review</p>	<p>Women who have been exposed to training in the communes, including village heads and project progress reports</p> <p>Progress Reports</p> <p>Pre-post training reports</p> <p>KAP survey</p>	<p>The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province. This will include women who were training.</p>	<p>Link with KAP and Pre and Post training evaluations</p>



Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
<p>What did you like about the Training? (Which aspects/modules)? (same as above)</p>	<p>Output 1 training: Percentage of trained women who report an increase in their capacity on gender issues in disaster risk reduction (DRR)</p>	<p>Focus Groups in the Provinces/Districts Document Review</p>	<p>Women who have been exposed to training in the communes, including village heads and project progress reports Progress Reports Pre-post training reports KAP survey</p>	<p>The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province. This will include women who were training.</p>	<p>Link with KAP and Pre and Post training evaluations</p>
<p>Who in your family/HH participated in training course /went to meetings? (Husband, Wife) (only for those training or part of meetings)</p>	<p>Output 1 training: Percentage of trained women who report an increase in their capacity on gender issues in disaster risk reduction (DRR)</p>	<p>Focus Groups in the Provinces/Districts Document Review</p>	<p>Women who have been exposed to training in the communes, including village heads and project progress reports Progress Reports Pre-post training reports KAP survey</p>	<p>The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province. This will include women who were training.</p>	<p>Link with KAP and Pre and Post training evaluations</p>
<p>What content did you find most useful? And which content helped you with development of DRR plan for your household?</p>	<p>Output 1 training: Percentage of trained women who report an increase in their capacity on gender issues in disaster risk reduction (DRR)</p>	<p>Focus Groups in the Provinces/Districts Document Review Progress Reports</p>	<p>Women who have been exposed to training in the communes, including village heads and project progress reports</p>	<p>The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province. This will include women who were</p>	<p>Link with KAP and Pre and Post training evaluations</p>

Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
Same as above		Pre-post training reports KAP survey		training.	
What training content do you think needs to be included in future? Same as above	Output 1 training: Percentage of trained women who report an increase in their capacity on gender issues in disaster risk reduction (DRR)	Focus Groups in the Provinces/Districts Document Review Progress Reports Pre-post training reports KAP survey	Women who have been exposed to training in the communes, including village heads and project progress reports	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province. This will include women who were training.	Link with KAP and Pre and Post training evaluations
What was the level of active participation of women in Women Clubs? Have their suggestions and opinions been transferred into higher levels? Can you provide examples? (This is obviously for women in the women's clubs but others may have some knowledge of this so you may want to ask this questions of all to see what responses you get).	Output 1 training: Percentage of trained women who report an increase in their capacity on gender issues in disaster risk reduction (DRR)	Focus Groups in the Provinces/Districts Document Review Progress Reports Pre-post training reports KAP survey	Women who have been exposed to training in the communes, including villages heads and project progress reports	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province. This will include women who were training.	Link with KAP and Pre and Post training evaluations
TOT resources trainer – Provincial and district level					
What did you like most about the TOT training? (e.g., content, training methodology, trainers/facilitators, training organizations, follow up and/or support etc.?)	Output 1 TOT: On CBDRM for VWU and members of CNDPC at provincial and district level on CBDRM and gender mainstreaming DRR	Focus Groups in the Provinces/District Document Review including progress reports and monitoring reports Pre-post evaluations training reports	Women leaders who were trained as part of the TOT exercise who participate in the focus groups	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province. This will include women leaders who participated in TOT.	Link with KAP and Pre and Post training evaluations

Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
	<p>Training for commune CNDPC on developing DRR plan (including head of the village and VWU)</p> <p>Needs analysis of VWU for enhancing capacity of central, provincial, district and commune level staff on CBDRM and gender mainstreaming in CBDRM as a member of CNDPC</p>	KAP survey			
What if any, are the main differences between the training you received and the training you delivered to commune level?	Output 1 TOT (as above)	Focus Groups in the Provinces Document Review	Women leaders who were trained as part of the TOT exercise who participate in the focus groups	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province. This will include women leaders who participated in TOT	Link with KAP and Pre and Post training evaluations
What additional support/needs do you require to help you train better? (How much of the course time was devoted to the development of training skills/teaching skills?)	Output 1 TOT (as above)	Focus Groups in the Provinces Document Review	Women leaders who were trained as part of the TOT exercise who participate in the focus groups	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province. This will include women leaders who participated in TOT	Link with KAP and Pre and Post training evaluations
Was there anything about the course that you found difficult or confusing?	Output 1 TOT (as above)	Focus Groups in the Provinces Document Review	Women leaders who were trained as part of the TOT exercise who participate in the focus groups	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province. This will include women leaders who participated in TOT	Link with KAP and Pre and Post training evaluations
What kind of follow- up and/or any monitoring/supervising activities was provided (if any) after training the commune and villagers?	Output 1 TOT (as above)	Focus Groups in the Provinces Document Review	Women leaders who were trained as part of the TOT exercise who participate in the focus groups	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province. This will include women leaders who participated in TOT	Link with KAP and Pre and Post training evaluations



Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
Do you think that the training manual needs to be improved? If so, which aspects (e.g., content? graphics, making it more user-friendly users?) Please explain.	Output 1 TOT (as above)	Focus Groups in the Provinces Document Review	Women leaders who were trained as part of the TOT exercise who participate in the focus groups	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province. This will include women leaders who participated in TOT	Link with KAP and Pre and Post training evaluations
What suggestions would you have for similar TOT training course in future?	Output 1 TOT (as above)	Focus Groups in the Provinces Document Review	Women leaders who were trained as part of the TOT exercise who participate in the focus groups	The evaluators will visit Dong Thap and Thu Thien Hue provinces and conduct 2 focus groups in each province. This will include women leaders who participated in TOT	Link with KAP and Pre and Post training evaluations
Expected Result 2. Awareness Raising: Enhance early warning messages in order to raise awareness and change behavior of women and communities to cope with immediate natural hazards. Increased awareness of women and community to better cope with climate change and natural disasters through preparedness and mitigation actions at household level					
Villagers, members of women club					
Did someone come to your home (e.g., commune communicators) to talk about disaster preparedness and response? Do you recall the messages promoted? (e.g., protecting household and livelihood assets, identifying evacuation places and routes, and other contingency measures, etc.) (This one can be asked of all the community members but you can ask the	Output 2: Number of community, gender sensitive preparedness plans and responses mechanism for natural disaster at commune level.	Focus Groups in the Provinces/Districts Document Review	Villagers (mostly women but some sampling of men in community) and members of women's clubs who were exposed to messaging. DRR plans at household level Interviews with community at targeted communes Baseline and end line survey	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province.	Link with local risk reduction plans (gender sensitive) and DRR communal plans. This is looking for the awareness that women have gained through messaging which has helped them prepare/plan for natural disasters



Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
Provincial WU , and the chairman of the CFSC, and any others, if they have heard of the messaging and how they feel about it?			(KAP) Training Reports		
Did you participate in any meetings or events where disaster preparedness and response were discussed? Do you remember any of the messages? (This can be asked of everyone obviously because individuals could be involved at various levels of meetings. You are also make sure that the gender messages are there so ask about what kind of gender messaging if any did they have in these)	Output 2: Number of community, gender sensitive preparedness plans and responses mechanism for natural disaster at commune level.	Focus Groups in the Provinces/Districts Document Review	Villagers (mostly women but some sampling of men) and members of women's clubs who attended the trainings. DRR plans at household level Interviews with community at targeted communes Baseline and end line survey (KAP) Training Reports	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province.	Link with local risk reduction plans (gender sensitive) and DRR communal plans.
Do you think the communication was clear? Was there something, which could have made it easier to understand? Please provide examples? Again here you can ask everyone but we need to revise these questions to make	Output 2: Number of community, gender sensitive preparedness plans and responses mechanism for natural disaster at commune level.	Focus Groups in the Provinces/Districts Document Review	Villagers (mostly women but some sampling of men in community) and members of women's clubs who were exposed to messaging. DRR plans at household level	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province.	Link with local risk reduction plans (gender sensitive) and DRR communal plans.



Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
sure they have an element of gender sensitivity and how this relates to natural disasters. You can use the generic question first but then you need to probe with the second one which is targeted on gender.			Interviews with community at targeted communes Baseline and end line survey (KAP) Training Reports		
Did the trainers speak your language? If not, do you think everyone present was able to understand everything that was being trained? (e.g., For ethnic minorities if any were present). (This is obviously for those who received the training)	Output 2: Number of community, gender sensitive preparedness plans and responses mechanism for natural disaster at commune level.	Focus Groups in the Provinces/Districts Document Review	Villagers (mostly women but some sampling of men in community) and members of women's clubs who were exposed to messaging. DRR plans at household level Interviews with community at targeted communes Baseline and end line survey (KAP) Training Reports	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province.	Link with local risk reduction plans (gender sensitive) and DRR communal plans.
Did you find the information helpful? Did you take any action based on the training's messages (e.g. development of DRR plan) after the training, etc.? (We need to discuss this one...are we referring to training only or other messaging Hang)? If only training perhaps that is too limited...if other communication it can be asked of	Output 2: Number of community, gender sensitive preparedness plans and responses mechanism for natural disaster at commune level.	Focus Groups in the Provinces/Districts Document Review	Villagers (mostly women but some sampling of men in community) and members of women's clubs who were exposed to messaging. DRR plans at household level Interviews with community at targeted communes Baseline and end line survey	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province.	Link with local risk reduction plans (gender sensitive) and DRR communal plans.

Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
everyone...Let's discuss this morning you time).			(KAP) Training Reports		
Did you receive any materials with text and graphics about DRR? What was shown/what was the main message? Were the messages easy to understand? (This can ask a question like this of everyone since we want to understand the nature of the messaging...In the community you will get one response with the officials you will get another response).	Output 2: Number of community, gender sensitive preparedness plans and responses mechanism for natural disaster at commune level.	Focus Groups in the Provinces/Districts Document Review	Villagers (mostly women but some sampling of men in community) and members of women's clubs who were exposed to messaging. DRR plans at household level Interviews with community at targeted communes Baseline and end line survey (KAP) Training Reports	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province.	Link with local risk reduction plans (gender sensitive) and DRR communal plans.
What if any changes have you seen in your community after the trainings/messages? Again this is a question that can be asked of everyone.	Indicator 2: Number of community, gender sensitive preparedness plans and responses mechanism for natural disaster at commune level.	Focus Groups in the Provinces/Districts Document Review	Villagers (mostly women but some sampling of men in community) and members of women's clubs who were exposed to messaging. DRR plans at household level Interviews with community at targeted communes Baseline and end line survey (KAP) Training Reports	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province.	Link with local risk reduction plans (gender sensitive) and DRR communal plans.
What is the main focus of your DRR Plans? (This is a question that can be asked of	Indicator 2: Number of community, gender sensitive preparedness plans and	Focus Groups in the Provinces/Districts Document Review	Villagers (mostly women but some sampling of men in community) and members of	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus	Link with local risk reduction plans (gender sensitive) and DRR communal plans.

Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
everyone)	responses mechanism for natural disaster at commune level.		women's clubs who were exposed to messaging. DRR plans at household level Interviews with community at targeted communes Baseline and end line survey (KAP) Training Reports	groups in each province.	
What is main content of first aid and/or safety skills? Can you describe this please? (This can be many asked of those who participated but it can also be asked of others,e.g., officials since they could easily have knowledge of this skill training component...It might be interesting to see what they think of this....If they know about it.	Indicator 2: Number of community, gender sensitive preparedness plans and responses mechanism for natural disaster at commune level.	Focus Groups in the Provinces/Districts Document Review	Villagers (mostly women but some sampling of men in community) and members of women's clubs who were exposed to messaging. DRR plans at household level Interviews with community at targeted communes Baseline and end line survey (KAP) Training Reports	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province.	Link with local risk reduction plans (gender sensitive) and DRR communal plans.
<p>Expected Result 3: Strengthened Women's Voice and Participation in Decision-Making in Climate Change Discussions and particularly in DRR and DRM at local level with their participation the CFSC - Strengthened evidence base and discussions at the local and national levels on gender equality and women's participation in disaster risk reduction in Viet Nam</p>					

Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
Are there women members of decision-making bodies, such as the CFSC (or other related decision-making bodies) related to climate change, DRR and DRM in your community?	Output 3: Number of Women Leaders in Decision-Making Bodies such as the CFSC	Focus Groups in the Provinces/Districts Document Review	Women on decision-making bodies and others who are aware of who is on these groups. DRR plans at household level Interviews with community at targeted communes Baseline and end line survey (KAP) Training Reports Media Reports (print and web-based) Published policy briefs Government reports	The evaluators will visit Dong Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province. Interviews with officials at the provincial and district levels	This will be linked with and cross-referenced of members of CFSC at province, district and commune levels
Strengths and Challenges of the Project					
Was there anything about the project, which could have been improved? (This will be asked of everyone. In the community people will probably answer this in a very operational way but in province/district/officials, this will have meaning as well since they should have thought about the project and how/if it could be improved.	Examples surfaced	Focus Groups in the Provinces/Districts Document Review (e.g., Monitoring reports)	Participants in focus groups in the provinces	The evaluators will visit Don Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province.	
What did you like the most about the	Examples surfaced	Focus Groups in the	Participants in focus groups in	The evaluators will visit Don	

Evaluation Question	Indicator(s) Data	Collection Methods	Data Source	Sampling	Comments
project? What was the most significant change?		Provinces/Districts	the provinces	Thap and Thua Thien Hue provinces and conduct 2 focus groups in each province.	

Guide: Provincial Women's Union (in charge of project implementation)

Guide: Provincial Women's Union (in charge of project implementation); for other stakeholders (Red Cross, provincial department agencies staffs, radio stations, district staffs, etc.) the selection of questions below will be used:

- Role and responsibilities in project
 - What was your involvement in the project?
 - What was your involvement in terms of planning, implementation, monitoring?
 - Did WU's responsibilities/involvement change from project start to end?
 - Is the project management structure suitable for the capacity building in CCA/DRR/DRM and for achieving project objectives (particularly for empowerment of women in making decision and in Enhancing role of women through strengthening the capacity of Vietnam Women's Union on gender mainstreaming and disaster risk reduction as a part of the Committee for Flood and Storm Control provincial?)
- *Main achievements of the project (esp. in terms of outputs 1 ad 2)*
 - What were the main achievements of the project?
 - What were the main challenges?
- *Relevance/appropriateness of project design/strategy*
 - Did the project respond to an important need related to Disaster situation/climate change? Was this a necessary project?
 - Was the project's objectives and strategy suitable to the needs and context of the province?
 - Were the awareness raising, capacity building/training objectives and strategy appropriate?
 - Is there anything you would have changed about the project's awareness raising strategy/approach or capacity building activities/training?
- *Relevance/appropriateness of the content provided to context*
 - Were the content of training and awareness raising activities provided appropriate to the province? (natural conditions, vulnerability of HHs)
 - Did the DRR plan content and others supports correspond well with people's demand? Was it easy to develop or implement DRR plans?
- *Suitability/effectiveness of project activities?*
 - What are the activities that are most sustainable for future?
 - Does WU see a potential for scaling up those activities and approach? How? Any actual plans?
- *Effectiveness of implementation*
 - How would you rate the implementation and management of the project? Why?
 - What challenges did effective implementation face (contextual issues)?
 - Do you think the project had sufficiently identified the potential difficulties from the start? If not, was the project able to make up for it over time? How?
- *Gender*
 - Did the project integrate gender-sensitive practices, positively influencing outcomes on gender equality?
 - Were gender equality issues identified in the design/approval process addressed during implementation?]
- *Efficiency*



- How effective and suitable to local situations was the content and methodology provided for capacity building related to CCA/DRR and DRM provided to WUs and other stakeholders at different levels and localities?
- Have programme funds and activities been delivered in a timely manner?
- How has the program increased women's awareness and changed their behavior towards coping with natural disasters? (Please cite examples)
- Have programme funds and activities been delivered in a timely manner?
- *Observed project impact*
 - According to your observation, what has been the impact of the project on (ask for examples):
 - First aid and safety skills, swimming skills
 - DRR plan content and its feasibility for the implementation?
 - Training content/manual on CB
 - Participation of women in the Committee of Flood and storm control)
 - Are women participating in decision making in climate change discussions e.g., including in Committees for Floods /Storm control?
- *Capacity building*
 - What have you learned from this project, which is useful for your ongoing work? Examples of where new capacity has been used?
 - What type of training or technical assistance did WU staff participate in? Which did you find most useful? How has it contributed to staff capacity?
 - What are the main content of the DRR (DRR plans at the household level for protecting their household and livelihood assets, identifying evacuation places and routes, and other contingency measures, etc.)?
 - Any other training which could have been useful?
- *Strengths and challenges of collaboration/partnership/Monitoring reporting*
 - How satisfied have you been with project management and the collaboration with Central VWU and UN Women and others provincial stakeholders?
 - How satisfied have you been with the communication with UN women/Central VWU?
 - Was coordination/collaboration improved over life of project?
 - Do you think that your ideas and recommendations were reflected in project implementation? Were any changes made to the project based on your recommendations?
- *Assessment of project financial management mechanism, reporting requirements, and procurement procedures*
 - Did you find reporting requirements reasonable?
- *Sustainability of outcomes and approaches?*
 - Will any project activities/strategies/etc be replicated?
 - Does WU have any specific plans to replicate and/or continue project activities or approaches? (e.g., Training manual, guidelines, DRR plan format, Women clubs, Communication materials)
- *Ownership/sustainability*
 - What did your organization contribute to this project? (in terms of financial, material, or human resources)
 - What has been committed to sustain the project's activities going forward?
- *Lessons learned*
 - What are the most important lessons that the WU has learned (if any) from this project? (positive and negative)



Annex C: List of Stakeholders Consulted

Type	Number	Proposed stakeholders and Approach
UN Women Staff	Viet Nam project staff Regional team members	<ul style="list-style-type: none"> • Programme Manager and Consultant on Gender and DRR • Programme Specialist • Country Representative • Regional Policy Advisor for CC/DRR
Vietnam Women's Union	Project management unit Specialists working on DRR	<ul style="list-style-type: none"> • Project Director • Project Coordinator • DRR Focal point in VWU / Head of Administrative Unit
Government of Viet Nam	Representatives of each	<ul style="list-style-type: none"> • DMC project focal point / in-charge • Central Committee of NDM and Flooding protection / also the Department for Natural Disaster Prevention and Control under Ministry of Agriculture and Rural Development (MARD)
National stakeholders	Sites visited In Hanoi Remote interviews will be conducted	<ul style="list-style-type: none"> • Direct project beneficiaries: • Government staff of agencies which have benefitted e.g. • Vietnam Women's Union, Red Cross, DARD Department of Agriculture and Rural Development (also responsible for Disaster Prevention and Control) • Representatives of Agencies responsible for disaster/ emergency management, risk reduction etc. Representatives from local communities in which the project was implemented (Provincial WU, RED Cross, Provincial PMU*; Chairman/staff of CFSC ; District WU staff in charge of project; Commune Wus and the head of Clubs; Trainees from TOT, from training on swimming and fist aid skills; provincial Radio, etc.) • Women in communities • Trainers/Experts who provided



		training/awareness raising activities and trainees including those in the TOT training courses.
Other implementing,	Up to 5	UNDP Project Technical Advisor CARE OXFAM

Annex D: Selected Bibliography

Vietnam Women's Union and UN Women. "Awareness, Attitudes, and Behaviours in Responding and Mitigating Natural Disasters of Women and People in Hoa and An Tuong Tay Communes, Binh Dinh Province", Report on Survey Findings, December 2012.

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CARE, UN Women, GIZ, ICMP- Making it Count Integrating Gender into Climate change and Disaster Risk Reduction: a Practical How to Guide, June 2015

UNISDR, Women's Leadership in Risk-Resilient Development-Good practices and Lessons Learned, 2015

Annex E: Project Revision Document and LogFrame



Project Revision Document
“Strengthening women's capacity in disaster risk reduction to cope with climate change in Viet Nam”
(2013-2016)

UN Women project with support from the Government of Luxembourg

February 2015

1. Background

The project “Strengthening women's capacity in disaster risk reduction to cope with climate change in Viet Nam” is being implemented by UN Women Viet Nam Country Office with support from the Government of Luxembourg in five provinces in Viet Nam over the period from January 2013 to December 2016. In the last quarter of 2014, UN Women took steps to revise the climate change (CC) and disaster risk reduction (DRR) project objectives and logframe through a consultative process with national implementing partner, Viet Nam Women’s Union (VWU). These steps were taken based on recommendations from an evaluability assessment conducted at the mid-point of the project. Review of the log frame was also motivated by the early achievement of one of the key objectives of the project, which was the inclusion of VWU as a part of the central decision making body for DRR activities in Viet Nam, namely the Committee for Flood and Storm control (CFSC).

In September 2013, the Government of Viet Nam issued Decision 220/PCLBTW authorizing VWU to be an official member of the CFSC at all levels. This was a result of a number of meetings and dialogues at the national level that UNDP, UN Women and other international nongovernment organizations, such as Oxfam GB, supported for increasing women’s participation and leadership in disaster risk reduction and management. From the start of the project, UN Women had been advocating for the inclusion of VWU as a part of the CFSC to increase participation of women in decision-making and planning in DRR. This result marked an important achievement in one of the project purposes, an achievement which was met earlier than expected and went beyond the proposed target which was ‘full and formal participation in CFSC at local levels’.

With three years remaining for implementation and after the inclusion of VWU as a part of the CFSC, UN Women conducted an evaluability assessment in December 2013 in order to make necessary adjustments to the project objectives before rolling the project out to the remaining provinces. The main recommendations of the assessment were as following.

- (1) conduct gender analysis in order to identify gender issues and the different needs of women and men in DRR in the project areas that can be fed into policy discussions at the national and provincial level;
- (2) adjust project objectives and design to focus on how VWU can be effective in influencing CFSCs to make DRR plans more gender sensitive by organizing a workshop to review the programme objective, design, theory of change, results chain and success indicators for the new provinces;
- (3) review communication component of the project and/or review geographical expansion of the project in order to increase support to women’s clubs under VWU to be able to have active discussions and in order to empower local women through DRR; and,



(4) strengthen gender mainstreaming component of the project through reviewing programme design, conducting gender analysis to feed into policy discussions, and stronger advocacy roles of VWU at the national CFSC.

In response to the above recommendations, project management unit of UN Women and VWU have had a series of meetings at the central level to prepare a draft log frame with revised objectives and indicators. This draft was discussed at a project planning meeting held in Ca Mau with participation of provincial, district and commune level VWU staff and provincial level staff from the Department of Agriculture and Rural Development and Viet Nam Red Cross from four provinces (Quang Binh, Thua Thien Hue, Ca Mau and Dong Thap) the project is targeting in 2015 and 2016. At the workshop, the result areas, indicators and activities were discussed in depth and finalized.

2. Revised log frame objectives and indicators

The logframe and indicators were revised to sharpen the focus of the project on developing the capacity of VWU on CC and DRR and strengthening actions taken on gender mainstreaming into DRR compared to the original logframe. The revised project objectives are divided into three areas looking at: (i) building capacity of VWU and members of CFSC on gender quality and DRR; (ii) raising awareness at the household and community level on climate change and disaster preparedness; and (iii) strengthening the evidence base for advocacy on gender mainstreaming in DRR policy and practice.

Main changes in activities are briefly explained as follows.

a. *Capacity building of VWU as an official members of the CFSC and CFSC in line with Viet Nam's CBDRM Strategy:*

Under the first specific objective of the project's revised logframe, UN Women aims to strengthen capacity of VWU on the implementation of Viet Nam's Community Based Disaster Risk Reduction (CBDRM) programme (under Decision 1002/QĐ-TTg, dated 13 July 2009). Previously, the project focused on increasing the capacity of VWU and CFSC members on gender mainstreaming and disaster risk reduction in general. The project will continue to do this by enhancing the capacity of VWU on CBDRM as new members to the CFSC. As a result, changes in the logframe reflect a strengthened focus of building the capacity of VWU and other members of CFSC in line with the Government's Decision 1002, and also building capacity of VWU and other members of CFSC on gender mainstreaming in CBDRM.

Under the CBDRM programme, the Disaster Management Center (DMC) under the Ministry of Agriculture and Rural Development has developed training modules to guide capacity development of CFSC members at provincial, district and commune levels on CBDRM implementation by following prescribed building blocks. These modules will be used as a basis for the capacity building training of trainers (TOT) for master trainers at provincial level and subsequent trainings at commune level by the master trainers. UN Women together with VWU will look closely at the gender mainstreaming component of the CBDRM training modules and strengthening this part of the programme.

In line with the objective of strengthening the capacity of VWU and women's club facilitators, a need analysis will be carried out to assess their strengths and weaknesses, and identify further capacity development needs to strengthen their position within the CFSC to represent women's voices from the grassroots and start discussions to ensure gender mainstreaming in DRR plans and actions.

b. Increased support at household and community level on CC and DRR:

Support on CC and disaster preparedness and mitigation measures will be provided through strengthening the capacity of women in VWU on the development and implementation of DRR plans at the household level for protecting their household and livelihood assets, identifying evacuation places and routes, and other contingency measures. First aid and safety skills-building training will be provided to women and girls. Through this, the most vulnerable households will be targeted by the project.

c. Gender analysis study of DRR to increase evidence base for advocacy on gender mainstreaming:

Under the third objective of the project which focuses on increasing advocacy on gender mainstreaming in DRR policy, a gender analysis of DRR in Viet Nam is being carried out to assess the gendered differences in access to and control over DRR resources and services for men and women. This study has a three-fold output: first, on creating an evidence base for further advocacy at the policy level; second, on producing a tool that VWU and other stakeholders can use in the future for conducting gender analysis in other areas; and third on building the capacity of VWU staff on using the tools in communes that is covered through the study. The study is being carried out in collaboration with CARE International wherein the current UN Women-Luxembourg project is supporting the study in 6 provinces (Nam Dinh, Bac Kan, Quang Binh, Thua Thien Hue, Ca Mau and Dong Thap) and an additional 2 provinces (Soc Trang and An Giang) are being covered by CARE International's climate change project supported by the Department of Foreign Affairs and Trade, Government of Australia.

Based on the outcomes of the gender analysis, further advocacy actions will be formulated targeting relevant actors at the national and sub national levels in collaboration with VWU, international nongovernment organizations and UN agencies working on this issue.

3. Change in the number of targeted communes

As per observations and recommendations made in the evaluability assessment about spreading the project support too thin, more concentrated support will be provided to a reduced number of target communes. Project activities will be implemented in 4 targeted provinces over the remaining two years, as per agreement: previous areas Quang Binh and Thua Thien Hue at the central coastal region; and new areas Ca Mau and Dong Thap in the Mekong Delta. Originally, the project planned to target 16 communes of four districts in each province, meaning 64 communes over 4 provinces in total. Now the project will be focus its support to the 12 most affected communes in these 4 provinces.

4. Revised project logframe

Please find the final revised logframe at the end of this document.

REVISED PROJECT LOGFRAME

UN Women Viet Nam Climate Change and Disaster Risk Reduction Project
“Strengthening women's capacity in disaster risk reduction to cope with climate change in Viet Nam” (2013-2016)

Project structure	Indicators	Means of verification
LONG-TERM OBJECTIVE (OUTCOME)		
Increased women's participation in decision making in disaster risk reduction planning to effectively address climate change adaptation and increase resilience of the communities in preparedness and mitigation and reducing the negative consequences of climate change and natural disasters	<p>a. (12)# of communes where CFSC have capacity to conduct risk assessments according to CBDRM and mainstream gender into disaster risk reduction plans</p> <p>b. By the end of the project, (2)# issues identified and are upheld by VWU on gender equality and women's participation in DRR planning and actions</p>	<p>– Approved commune DRR plans</p> <p>– Project monitoring database</p> <p>– CBDRM database located at DMC</p> <p>– Government documents (such as official letters from VWU to CFSC, reports, etc.) to raise issues on gender equality in DRR</p>
SPECIFIC OBJECTIVES (OUTPUTS)		
Output 1. Enhanced role of women through strengthening the capacity of Vietnam Women's Union on gender mainstreaming and disaster risk reduction as a part of the Committee for Flood and Storm Control	<p>a. (80)% trained staff of VWU and members of CFSC at provincial, district and commune level have an understanding of basic concepts and gender issues in CBDRM</p> <p>b. (50)% of trained staff of VWU and members of CFSC at provincial, district and commune level use their knowledge on gender and DRR in their work</p> <p>c. At least (8)# of the targeted commune CFSCs have up-to-date DRR plans which are gender sensitive by the end of 2016</p>	<p>– Pre and post evaluations in training reports</p> <p>– Baseline and end line survey (KAP)</p> <p>– Interviews with CFSC and VWU</p> <p>– Six monthly or annual monitoring visit (outcome level) reports</p> <p>– Baseline and end line survey (KAP)</p> <p>– Approved commune DRR plans</p> <p>– Baseline and end line survey (KAP)</p>
Activity group 1. Capacity building for VWU and CFSC on gender equality, disaster risk reduction and gender mainstreaming in CBDRM		
<p>1.1 Orientation meeting with CFSC, key line departments at commune, district and provincial level on gender in CBDRM and linkages between gender and DRR</p> <p>1.2 Finalization of training manual on gender mainstreaming in CBDRM</p> <p>1.3 TOT on CBDRM for VWU and members of CFSC at provincial and district level on CBDRM and gender mainstreaming in DRR</p> <p>1.4 Training for commune CFSC on developing DRR plan (including head of the village and VWU)</p> <p>1.5 Need analysis of VWU for enhancing capacity of central, provincial, district and commune level staff on CBDRM and gender mainstreaming in CBDRM as a member of CFSC</p>		
Output 2. Increased awareness of women and community to better cope with climate change and natural disasters through preparedness and mitigation actions at household level	a. By the end of the project, (75)% of targeted households have DRR plans in place which is known to all family members	<p>– DRR plans at household level</p> <p>– Interviews with community at targeted communes</p>

	<p>b. At least (50)% of targeted households are practicing at least (3)# disaster preparedness and mitigation measures at household level by the end of the project</p> <p>c. (85)% of women and girls who have received first aid training have the necessary survival skills in order to protect themselves during disasters by the end of the project</p>	<p>– Baseline and end line survey (KAP)</p> <p>– Interviews with community at targeted communes</p> <p>– Training reports</p> <p>– Case studies</p>
<p>Activity group 2. Capacity building and awareness raising for women and communities on climate change adaptation, preparedness and response to natural disasters</p> <p>2.1 Training workshop for communal level communicators on raising awareness of women and community on disaster preparedness and response</p> <p>2.2 Integrate issues of disaster preparedness and response for household and community into the monthly meetings of existing local women's clubs</p> <p>2.3 Communication activities on disaster preparedness and response at the household and community level</p> <ul style="list-style-type: none"> • Broadcasting program on women responding to natural disasters on the village loudspeaker • Producing and distributing IEC on disaster preparedness and response at the household and community level • Communication events on climate change and disaster preparedness and response at the household and community level (e.g. competition, filming good practices) • Exhibition on local women's response to climate change and natural disasters <p>2.4 Development of household level preparedness plan (family, livelihood and assets)</p> <p>2.5 Trainings on first aid and basic safety skills in disasters for women and girls at commune level</p> <p>2.6 Support most vulnerable households to adapt livelihood to reduce risk from climate change and natural disasters</p>		
<p>Output 3. Strengthened evidence base and discussions at the local and national levels on gender equality and women's participation in disaster risk reduction in Viet Nam</p>	<p>a. (2)# high level discussions held at the national level on gender equality in disaster risk reduction in collaboration with VWU with participation from relevant ministries and departments</p> <p>b. (1)# policy brief published which provides evidence base for further work on gender equality in disaster risk reduction</p>	<p>– Circulated report on high level discussion</p> <p>– Media reports (print and web-based)</p> <p>– Photographs</p> <p>– Published policy brief</p> <p>– Completed report on gender analysis study of DRR</p>
<p>Activity group 3. Advocacy for mainstreaming gender equality into disaster risk reduction and management in Viet Nam</p> <p>3.1 Gender analysis of DRR/DRM in Viet Nam</p> <p>3.2 Roundtable discussions and workshop on enhancing role of women in CBDRM and DRR policy and practice conducted at the national and provincial level</p> <p>3.3 Forum among grassroots women and local policy makers on gender mainstreaming in CBDRM</p> <p>3.4 Collection and dissemination of case studies and good practices to highlight role of men and women in climate change and disaster risk reduction</p> <p>3.5 Development of gender integration in CCA and DRR checklist and tools with CARE and GIZ through the NGO working group on climate change</p> <p>3.6 Review gender mainstreaming in DRR in Viet Nam with other organizations (such as Oxfam, CARE International, Red Cross)</p>		
<p>Monitoring and Evaluation Activities</p> <p>4.1 KAP survey (KAP – Knowledge, Attitude, Practice) held at the commune level</p> <p>4.2 Monitoring missions by PMU/Central, provincial VWU and CFSC</p> <p>4.3 Six monthly monitoring visit (outcome level)</p>		

Appendices

Appendix I: Field Visit Timeline

Dong Thap Field Visit: Feb 26 – Mar 2, 2017				
		Stakeholders	Activities	Time for Meeting
Day 1: Provincial	Morning	Provincial WU; Project Manager	In-depth interview	1 hour
		Technical Assistant	In-depth interview	1.5 hours
	Afternoon	4-6 TOT participants from other agencies and district levels (DARD, Red Cross, DONRE, DOLISA, etc.)	FGD	1.5 hours
		Provincial Leader of the Committee of Storm and Flood control who knows about women participation	Interview	45 minutes
Day 2: 1 st commune in one district; where it has livelihood activities	Morning	2 men not beneficiaries but knowing the project	FGD of 12 people	2-2.5 hours
		2 women from women clubs/communication activities		
		2 HHs benefitting from livelihood activities		
		2 HHs having DRR plans		
		2 Communicators		
		2 HHs benefitting from aid and survival skills training		

		District staff involved in the project	In-depth interview	45 minutes
	Afternoon	Traveling back and note taking	-	-
Day 3: 2 nd commune in the same district	Morning	2 men not beneficiaries but knowing the project	FGD of 12 people and more interviews as needed	2-2.5 hours
		2 women from women clubs/communication activities		
		2 HHs benefitting from livelihood activities		
		2 HHs having DRR plans		
		2 Communicators		
	2 HHs benefitting from survival skills training			
	Afternoon	Traveling back and note taking	-	-

Thua Thien Hue Field Visits – Feb 12 to 16		
	Stakeholders	Activities
Sunday, 12/2/2017	Traveling to Thua Thien Hue	
Day 1-Provincial and district level		
Morning	Provincial WU- Project manager	In depth interview
	Technical Assistant	In depth interview
Afternoon	10 TOT participants (from others agencies and district levels) ((DARD, RED Cross, DONRE, DOLISA, ...)	FGD

	Provincial Leader of the Committee of Storm and Flood control	Interview
Day 2- Loc Vinh district- Phu Loc		
Morning	2 men not beneficiaries but knowing about the project	FGD
	2 women from women clubs/communication activities	
	2 HHs benefited from livelihood activities	
	2 Hhs having DRR plans	
	2 HHs participated in the training activities	
	2 HHs benefits from aid and survai skills training	
	District staff involved in the project	In depth interview
Afternoon	Traveling back and Note taking	
Day 3-Loc Binh commune in Phu Loc district		
Morning	2 men not beneficiaries but knowing about the project	FGD and some more interviews if needed
	2 women from women clubs/communication activities	
	2 HHs women benefited from livelihood activities	
	2 Hhs having DRR plans	
	2 HHs participated in the training activities	

	2 HHs benefits from survival skills training	
Afternoon	Traveling back and Note taking	
Thursday, 16/2/2017	Travel to Hanoi	

Appendix II: Contact List

Đơn vị	Tên	Chức vụ	ĐT	Máy bàn	Email
Ban QLDA TW	Nguyễn Thị Bảo Nga	Điều phối viên	098 585 8448	(04) 3 972 0065	baongavwu@gmail.com
	Bùi Thị Minh Thủy	Kế toán	091 856 3633	(04) 6 278 7245	buihuy79@yahoo.com
Hội LHPN tỉnh TT-Huế	Bùi Thị Yến	Phó Ban Tuyên giáo	0120 800 0268		tuyengiaopntth@gmail.com
Hội LHPN tỉnh Đồng Tháp	Phạm Xuân Mai	Trưởng Ban Tuyên giáo	093 965 6897		xuanmaipn@yahoo.com.vn btgdongthap@gmail.com
Thuê xe Huế	Anh Sinh		0903 500 766 0916 845 145		anthinh49@gmail.com
Thuê xe Đồng Tháp	Anh Bảo		091 319 2026		dulichbaotram@gmail.com
Chỗ nghỉ Huế	Khách sạn Heritage	Số 9 Lý Thường Kiệt, thành phố Huế		054 3838 887	Nghỉ tại tp, di chuyển đến xã khoảng 1-2 tiếng/chiều
Chỗ nghỉ Đồng Tháp	Khách sạn Vương Phú	9-10 lô C Ấp Tân Nhuận Đông, chợ Nhà Mân		067 3622 567	Nghỉ tại ks ngay trong xã Tân Nhuận Đông, di chuyển đến xã/nhà dân bằng xe máy & xuồng

Appendix III: Focus Group Discussion Guide (English)

NO REPRESENTATIVES OF WOMEN UNION OF ANY LEVELS

Opening: ask all participants for their names, age, how many people live in their household, how many people in their house are women/girls and how many of them participated in the project activities.

Discussion with communities

Training activities

1. How many times have you participated in the training courses? Which ones? Can you describe the content of the training courses to me?
2. Was there anything about the course that you found difficult or confusing?
3. What did you like about the Training? (Which ones?)?
4. Who in your family/HH participated in this course /went to meeting? (Husband, wife)
5. What kind of useful content that you like most? And which content help you to development of DRR plan for your houses?
6. What content of the training that you think need to be included in future?
7. Has the training given women more access to decision making?
8. Do women have more influence in household decision making?

Communication and awareness rising

1. Did someone come to your house (commune communicators) to talk about disaster preparedness and response in the 1-2 years?
2. Do you remember any of their messages? (Protecting household and livelihood assets, identifying evacuation places and routes, and other contingency measures, etc.)
3. Do they talk about gender issues related? How?
4. Did you participate in any meetings or events where they talked about disaster preparedness and response or DRR with CBM with gender mainstreaming?
5. Do you remember any of the messages? (, etc.)
6. Do you think the communication was clear?
7. Was there something, which could have made it easier to understand?
8. Did you find the information helpful?
9. Did you take any action (e.g. development of DRR plan) after you heard the messages?
10. Did you receive any materials with text and pictures about? What did they show/what was their message? Were they easy to understand?
11. What do you hear about DRR from the louder speakers that related to women/gender?
12. What changes have you seen in your community after the messages?

Women clubs/members of CSFC

1. How often you have attended/participated in the WC? how often it happenings?



2. What you have been discussed in the club time?
3. How much level of women participating in the WC?
4. What document you have received for the meeting of the WC?
5. What tools/document do you use for the meeting?
6. What women opinions have been transferred into higher levels? For example?
7. Have women and women's groups had increased influence on local level policies affective their lives? For example?

DDR plan of commune/HHS

1. What are the main content of DRR plan of your HHs/Commune?
2. How gender sensitive issues in this plan have reflected?
3. Do you think the plan feasible? if not then what need to be improve as to the format/content?
4. Do you think that the manual is useful for your HHs? How do you use the manual for example?

Survival and safety skills

1. What are the main content of those mentioned skills?
2. Can you explain more in details?
3. How they are useful for you and communities?
4. What are your suggestions

Livelihood activities

1. What benefit this activity bring to you and communities (i.e. how much it costs, revenue, how many jobs/employments and their income per day, month, year)?
2. Who are the agents responsible to find the market for your products?
3. In the future should this model be replicated or not? if yes, then what should be improved?
4. What lesson was learnt from this model/activity?
5. The club "Men sharing housework with women" in linkage with the model had been established in your communities? If yes then what are the improvements?

TOT resources trainer – provincial and district level

1. How many training courses you have attended? Which ones? Please indicate the name and content of the training courses?
2. What did you like most about the TOT training (i.e. content, training methodology, trainers/facilitators, training organizations, follow ups and support...)?
3. What are the main differences between the training you received and the one you delivered to commune level?
4. How many times have you provided training to communes? What topics?
5. Was there anything about the course that you found difficult or confusing?
6. What more support/needs to you for you to teach better? (How much time of the course devoted for the training skills/teaching skills?)
7. Was there anything about the course that you found difficult or confusing?

8. Does anything follow up or any monitoring/supervising activities when you had provided training courses for the commune and villagers?
9. Do you think that the manual needs to be improved? In which aspects (i.e. content, picture, more friendly users, more handy) and how it will need to be supported?
10. What would you suggest if you would receive a similar TOT training course in future?

Strengths and challenges of the project

1. Was there anything about the project, which could have been better?
2. What did you like the most about the project?
3. What are the biggest changes that the project did bring?



Appendix IV: Focus Group Discussion Guide (Vietnamese)

Mở đầu: Hỏi tên/tuổi/ đơn vị và nhiệm vụ chức năng của từng thành viên tham gia (bao nhiêu người sống trong gia đình, bao nhiêu người là nữ và bao nhiêu người tham gia vào các hoạt động của dự án- chỉ dành ở cấp cộng đồng)

Thảo luận ở cấp cộng đồng

Hoạt động tập huấn

1. Anh chị đã tham gia bao nhiêu khoá tập huấn? Những khoá nào? Anh chị nêu tên và nội dung khoá học?
2. Trong nội dung của khoá tập huấn có những nội dung gì khó hiểu hoặc khó thực hiện?
3. Anh chị thích nội dung gì trong khoá tập huấn này?
4. Ai là người trong gia đình anh/chị tham gia khoá tập huấn/đi học?
5. Đây là nội dung có lợi nhất mà anh chị thích nhất? Nội dung nào giúp anh chị xây dựng kế hoạch PCTT của gia đình?
6. Việc tập huấn này đã /có giúp Phụ nữ có quyền ra quyết định nhiều hơn không? (Ntn?)
7. Phụ nữ có ảnh hưởng nhiều hơn trong việc ra quyết định ở nhà hay không? Ví dụ
8. Nội dung tập huấn nào cần phải bổ sung trong tương lai?

Truyền thông/nâng cao nhận thức

1. Có ai đã đến nhà anh chị để nói về việc chuẩn bị và đối phó với thiên tai trong 1-2 năm gần đây không?
2. Anh chị có nhớ các nội dung trao đổi của họ như thế nào không? (ví dụ như bảo vệ nhà cửa và tài sản, xác định nơi cư trú an toàn, và các biện pháp dự phòng khác...)
3. Có các nội dung cụ thể liên quan đến giới không? Như thế nào?
4. Anh chị có tham gia vào cuộc họp nào khi họ nói về chuẩn bị và phòng tránh rủi ro thiên tai dựa vào cộng đồng có lồng ghép giới không?
5. Anh chị có nhớ họ nói những gì không?
6. Anh chị cho là việc truyền thông có rõ ràng không?
7. Anh chị cho biết là có cách nào/nội dung nào cần phải thay đổi để có thể hiểu được dễ dàng hơn không?
8. Anh chị thấy các thông tin/hướng dẫn có lợi hay không?
9. Anh chị đã thực hiện những việc gì sau khi nghe truyền thông đó?
10. Anh chị đã nhận được tài liệu nào hoặc tranh ảnh /hình vẽ nào về phòng chống thiên tai? Nội dung chủ yếu của tài liệu này là gì? Nội dung này có dễ hiểu hay không?
11. Anh chị có nghe thấy phát thanh của xã/thôn nói về các câu chuyện về Phụ nữ ứng phó với thiên tai (Nâng cao năng lực của phụ nữ ứng phó với BĐKH: trao quyền cho phụ nữ cơ sở để ứng phó với thiên tai)?
12. Có gì thay đổi ở thôn/xã anh chị sau khi có việc truyền thông như vậy?

Câu lạc bộ Phụ nữ/Thành viên ban PCTT và LB

1. Chi tham gia sinh hoạt CLB có thường xuyên không? Bao lâu một lần?
2. Các chị thảo luận gì ở CLB này
3. Mức độ tham gia của Phụ nữ trong các CLB đến đâu?
4. Anh chị đã nhận được các tài liệu nào để sinh hoạt câu lạc bộ này?
5. Đây là những ý kiến/kiến nghị của họ được chuyển lên cấp cao hơn? Đề nghị gì?
6. Các chị sử dụng những công cụ gì để sinh hoạt
7. Phụ nữ/nhóm phụ nữ gây ảnh hưởng như thế nào với các chính sách ở xã/tỉnh ảnh hưởng đến cuộc sống của chị em?

Kế hoạch PCTT hộ gia đình/xã

1. Đây là nội dung chính của Kế hoạch PCTT của gia đình anh chị?
2. Kế hoạch PCTT có yếu tố nhạy cảm giới của Xã/HGDD thể hiện như thế nào?
3. Kế hoạch này có thực hiện được không? Cần phải cải tiến những gì.
4. Cẩm nang hộ gia đình PCTT được phát khi nào? Anh chị sử dụng nó như thế nào?

Kỹ năng sơ cấp cứu cơ bản và tránh trú an toàn

1. Đây là nội dung chính của kỹ năng sơ cấp cứu cơ bản và tránh trú an toàn?
2. Chị có thể giải thích rõ là về gì không?
3. Các kỹ năng này có ích như thế nào với cộng đồng?
4. Anh chị có đề xuất gì?

Mô hình sinh kế -

1. Anh chị thấy mô hình này đã đem lại những lợi ích gì?/chi phí? (doanh thu, số người được có việc làm, thu nhập hàng ngày/tháng/năm)
2. Ai là đơn vị liên kết thị trường tiêu thụ cho mô hình
3. Trong tương lai có nên thực hiện mô hình này không? Có đề xuất nào khác
4. Cần rút kinh nghiệm gì để mô hình phát huy hiệu quả hơn và tự phát triển
5. Câu lạc bộ " Nam giới chia sẻ việc nhà với phụ nữ, gắn với hoạt động của mô hình có được xây dựng hoặc thực hiện hay không? Nếu có kết quả thế nào?

Tập huấn n giảng viên nguồn? - cấp tỉnh và huyện

1. Anh chị đã tham gia bao nhiêu khoá tập huấn? Những khoá nào? Anh chị nêu tên và nội dung khoá học?
2. Anh chị thích gì nhất về khoá tập huấn này (Nội dung, phương pháp tập huấn, giảng viên/ tổ chức giảng dạy/ hỗ trợ tiếp theo khoá tập huấn).....
3. Đây là nội dung khác biệt giữa khoá tập huấn anh chị đã tham gia và khoá tập huấn anh chị giảng cho cấp xã và cộng đồng?
4. Anh chị đã giảng bao nhiêu lần cho cộng đồng? Tên chuyên đề giảng là gì?
5. Cần có những hỗ trợ gì để anh chị có thể tập huấn tốt hơn? (Thời gian dành cho kỹ năng tập huấn là bao lâu?)

6. Nội dung nào của khoá tập huấn anh chị thấy khó hoặc chưa rõ ràng?
7. Có việc hỗ trợ/giám sát nào khi anh chị thực hiện các khoá tập huấn cho xã và thôn hay không?
8. Anh chị có nghĩ là tài liệu g dẫn giảng dạy cần phải cải tiến gì không? (nội dung nào? hình vẽ, sử dụng thuận lợi hơn?)
9. Cần hỗ trợ cải tiến này như thế nào?
10. Anh chị có kiến nghị nào nếu như sắp tới anh chị sẽ tham gia khoá tập huấn tương tự?

Các điểm mạnh và thách thức của dự án

1. Có nội dung/hoạt động nào của dự án cần được cải tiến hơn không?
2. ANh chị thích thấy nhất những gì của dự án này?
3. Đây là những thay đổi nổi bật nhất do dự án đem lại?



Appendix V: Stakeholder Discussion Guide (English)

Guide: Provincial Women's Union (in charge of project implementation); for other stakeholders (Red Cross, provincial department agencies staffs, radio stations, district staffs, etc.) the selection of questions below will be used.

Role and responsibilities in project

1. What was your involvement in the project?
2. What was your involvement in terms of planning, implementation, monitoring?
3. Did WU's responsibilities/involvement change from project start to end?
4. Is the project management structure suitable for the capacity building in CCA/DRR/DRM and for achieving project objectives (particularly for empowerment of women in making decision and in Enhancing role of women through strengthening the capacity of Vietnam Women's Union on gender mainstreaming and disaster risk reduction as a part of the Committee for Flood and Storm Control provincial?)

Main achievements of the project

1. What were the main achievements of the project?
2. What were the main challenges?

Relevance/appropriateness of project design/strategy

1. Did the project respond to an important need related to Disaster situation/climate change? Was this a necessary project? Give example please
2. Was the project's objectives and strategy suitable to the needs and context of the province? How suitable it is?
3. Was the awareness raising, capacity building/training objectives and strategy appropriate? Give example please.
4. Is there anything you would have changed about the project's awareness raising strategy/approach or capacity building activities/training? Give example please.

Relevance/appropriateness of the content provided to context

1. Were the content of training and awareness raising activities provided appropriate to the province? (natural conditions, vulnerability of HHs)
2. Did the DRR plan content and others supports correspond well with people's demand? Give example?
3. Was it easy to develop or implement DRR plans?

Suitability/effectiveness of project activities

1. What are the activities that are most sustainable for future?
2. Does WU see a potential for scaling up those activities and approach? How? Any actual plans?

Effectiveness of implementation

1. How would you rate the implementation and management of the project? Why?
2. What challenges did effective implementation face (contextual issues)?

3. Do you think the project had sufficiently identified the potential difficulties from the start?
4. If not, was the project able to make up for it over time? How?

Gender

1. Did the project integrate gender-sensitive practices?
2. How this, positively influences outcomes on gender equality Example please?
3. Were gender equality issues identified in the design/approval process addressed during implementation? Give example please.
4. How capacity on Gender equality of the CDFC members have changed? Example.
5. How participation of women in DRR and management/decision making with project support their capacity?
6. How above contribute enhanced the culture of prevention, preparedness and mitigation to natural disasters in communities?

Efficiency

1. How effective and suitable to local situations was the content and methodology provided for capacity building related to CCA/DRR and DRM provided to WUs and other stakeholders at different levels and localities?
2. Have programme funds and activities been delivered in a timely manner?
3. How has the program increased women's awareness and changed their behavior towards coping with natural disasters? (Please cite examples)
4. Please provide how efficiency of the project livelihood activities?

Observed project impact

1. According to your observation, what has been the impact of the project on (ask for examples):
 - a) First aid and safety skills, swimming skills
 - b) DRR plan content and its feasibility for the implementation?
 - c) Training content/manual on CB
 - d) Participation of women in the Committee of Flood and storm control)
 - e) livelihood activities suitable to DRR and CC (what are the success? Cost and results? recommendations?)
 - f) Communication activities
 - g) others...
2. Are women participating in decision making in climate change discussions e.g., including in Committees for Floods /Storm control?

Capacity building

1. What have you learned from this project, which is useful for your ongoing work? Examples of where new capacity has been used?
2. What type of training or technical assistance did WU staff participate in? Which did you find most useful? How has it contributed to staff capacity?

3. What are the main content of the DRR (DRR plans at the household level for protecting their household and livelihood assets, identifying evacuation places and routes, and other contingency measures, etc.)?
4. Any other training which could have been useful?
5. With respect to dealing with disasters, what was the most significant change for you as a result of participating in this project?
6. participation of women in CSFC (can be used for interview with chair or members of the CSFC)
 - a) How women participated in the meeting of the Committee and CC?
 - b) What opinions and decision making often women have participated?
 - c) What have been enhanced the preparedness and mitigation measures for natural disaster of the communities (thanks for the women participation?)

Strengths and challenges of collaboration/partnership/monitoring reporting

1. How satisfied have you been with project management and the collaboration with Central VWU and UN Women and others provincial stakeholders?
2. How satisfied have you been with the communication with UN women/Central VWU?
3. Was coordination/collaboration improved over life of project?
4. Do you think that your ideas and recommendations were reflected in project implementation?
5. Were any changes made to the project based on your recommendations?

Assessment of project financial management mechanism, reporting requirements, and procurement procedures

1. Did you find reporting requirements reasonable? Any requirements?

Sustainability of outcomes and approaches

1. Will any project activities/strategies/etc. be replicated?
2. Does WU have any specific plans to replicate and/or continue project activities or approaches? (e.g., Training manual, guidelines, DRR plan format, Women clubs, Communication materials)
3. How to maintain and develop the issues off Women empowerment and gender equality which had been build by the project?

Ownership/sustainability

1. What did your organization contribute to this project (i.e. in terms of financial, material, or human resources)?
2. What has been committed to sustain the project's activities going forward?

Lessons learned

1. What are the most important lessons that the WU has learned (if any) from this project? (positive and negative) Give example?

Appendix VI: Stakeholder Discussion Guide (Vietnamese)

Vai trò và trách nhiệm của HPN tỉnh đối với dự án

1. Các công việc cụ thể mà cơ quan đã tham gia trong dự án là gì?
2. Hội đã thực hiện những việc cụ thể gì trong lập kế hoạch, thực hiện và giám sát hoạt động của dự án
3. Trách nhiệm/công việc và sự tham gia của HPN đã thay đổi như thế nào từ khi bắt đầu dự án cho đến khi dự án kết thúc?
4. Cơ cấu tổ chức quản lý dự án phù hợp như thế nào với Hoạt động xây dựng năng lực trong ứng phó với BĐKH/Giảm nhẹ rủi ro thiên tai và quản lý rủi ro thiên tai tại địa phương, đặc biệt đối với việc Vai trò của phụ nữ được tăng cường thông qua nâng cao năng lực của Hội trong cương vị thành viên của BPCTT và của các thành viên trong Ban PCLB về bình đẳng giới và PCTT.

Các kết quả đạt được chủ yếu của Dự án

1. Đây là những kết quả chính của dự án? Nêu cụ thể những thành tựu chính của dự án đối với tỉnh là gì?
2. Đây là những thách thức chính của Dự án?

Mức độ phù hợp / tính phù hợp của thiết kế dự án

1. Liệu dự án đã đáp ứng được nhu cầu quan trọng liên quan đến việc BĐKH/Rủi ro thiên tai của địa phương? Đây có phải là dự án cần thiết đối với địa phương hay không? Cho ví dụ
2. Liệu mục tiêu và chiến lược của dự án phù hợp với nhu cầu và bối cảnh của tỉnh? Phù hợp cụ thể như thế nào?
3. Chiến lược /các mục tiêu về nâng cao nhận thức, xây dựng năng lực / đào tạo của dự án phù hợp với điều kiện và hoàn cảnh của tỉnh hay không? Cho ví dụ?
4. Nếu được, Hội muốn có thay đổi gì về chiến lược nâng cao nhận thức / phương pháp tiếp cận hoặc các hoạt động nâng cao năng lực hoạt động / đào tạo truyền thông? Nêu ví dụ cụ thể

Mức độ phù hợp / tính phù hợp của nội dung dự án đối với bối cảnh của địa phương

1. Các nội dung của hoạt động đào tạo và nâng cao nhận thức, các hỗ trợ thích hợp thế nào với tỉnh? (cụ thể là với điều kiện tự nhiên/khí hậu, địa lý của tỉnh, dễ bị tổn thương của các hộ gia đình)
2. Các nội dung kế hoạch PCTT và những hỗ trợ khác của dự án đáp ứng với nhu cầu của người dân như thế nào? Cho ví dụ cụ thể
3. Kế hoạch PCTT cho HGD có dễ dàng triển khai và có khả năng thực hiện được hay không? Cho ví dụ

Sự bền vững/ hiệu lực của các hoạt động dự án?

1. Đây là các hoạt động của dự án có khả năng bền vững nhất trong tương lai? Nêu cụ thể hoạt động đó?
2. Hội LHPNT có thấy được tiềm năng mở rộng các hoạt động này không? Bằng cách nào? Có kế hoạch cụ thể nào?

Hiệu lực thực hiện dự án

1. Hội đánh giá việc thực hiện và quản lý dự án đã đạt ở mức độ nào? Tại sao?
2. Hiệu lực thực hiện dự án đã gặp phải những khó khăn/thách thức cụ thể nào? (liên quan đến hoàn cảnh thực hiện)
3. Hội có cho rằng Dự án này đã xác định được các khó khăn tiềm năng nêu trên ngay từ ban đầu thực hiện dự án?
4. Nếu không, thì dự án đã giải quyết những khó khăn đó trong quá trình thực hiện dự án chưa? Bằng cách nào?

Giới

1. Liệu dự án đã lồng ghép việc nhạy cảm giới trong các hoạt động chưa?, Như thế nào?
2. Dự án đã đóng góp tích cực đến các kết quả về bình đẳng giới và trao quyền cho phụ nữ hay chưa? Cho ví dụ cụ thể
3. Vấn đề bình đẳng giới được xác định trong quá trình thiết kế / phê duyệt có được giải quyết trong quá trình thực hiện dự án chưa? Như thế nào?
4. Năng lực về BĐG của các thành viên của Ban PCTT của tỉnh được thể hiện /thay đổi như thế nào?
5. Sự tham gia của phụ nữ thể hiện thế nào trong DRR và các hoạt động quản lý/ra quyết định (thông qua việc dự án nâng cao năng lực của họ)?
6. Điều này đã cải thiện được việc phòng chống và các biện pháp ứng phó với thiên tai ở địa phương như thế nào?.

Hiệu quả thực hiện dự án

1. Nội dung và phương pháp nâng cao năng lực về BĐKH/QLRRTT hỗ trợ cho Hội PN và các thành viên khác phù hợp thế nào với từng cấp và từng địa bàn?
2. Ngân sách của Dự án và các hoạt động của dự án có được thực hiện kịp thời hay không?
3. Dự án đã nâng cao nhận thức của phụ nữ và thay đổi hành vi của họ đối với các tình huống thiên tai như thế nào? **Xin cho ví dụ cụ thể**
4. d) Hãy cho biết về hiệu quả của mô hình sinh kế do dự án hỗ trợ

Các tác động dự án quan sát được (liên quan đến những thay đổi về bình đẳng giới và nâng cao vị thế của phụ nữ)

1. Theo quan sát của Hội, những gì đã thể hiện được các tác động của dự án thông qua (nêu ví dụ cụ thể?)
 - a) Kỹ năng bơi lội, trợ giúp và an toàn
 - b) Nội dung của Kế hoạch PCTT và khả năng thực hiện
 - c) Nội dung tập huấn /tài liệu hướng dẫn tập huấn
 - d) Sự tham gia của phụ nữ trong Ban PCLB TT của tỉnh/huyện/xã
 - e) đội tuyên truyền viên cấp xã và thôn về quản lý và giảm nhẹ rủi ro thiên tai có lồng ghép giới.
 - f) Mô hình sinh kế thích ứng với tình hình thiên tai và biến đổi khí hậu (Vì sao thành công? Không thành công? Chi phí kết quả đạt được?, các kiến nghị...
 - g) Hoạt động truyền thông



2. Phụ nữ đã tham gia trong quá trình ra quyết định khi thảo luận về biến đổi khí hậu, bao gồm cả trong cuộc họp của Ban PCLB tỉnh/huyện/xã như thế nào?.

Xây dựng năng lực

1. Anh chị đã học được gì từ dự án này mà hữu ích cho công việc hiện tại của Anh/Chị? Cho ví dụ về việc áp dụng kiến thức/kỹ năng mới tại cơ quan/cuộc sống? (lồng ghép giới trong PCTT,
2. Cán bộ HPN đã tham gia vào các khoá tập huấn/nâng cao năng lực gì? Các nội dung nào là hữu ích nhất? Giúp anh chị nâng cao thay đổi năng lực như thế nào?
3. Các nội dung chính của Kế hoạch PCTT HGD là gì
4. Anh chị thấy những hoạt động nâng cao năng lực nào là hữu ích nhất?
5. Đây là các kiến thức, kỹ năng về giảm nhẹ RRTv và lồng ghép giới trong giảm nhẹ RRTT?
6. Sự tham gia của PN trong BPCLB (với trưởng ban)
 - a) Phụ nữ tham gia thế nào trong các cuộc họp về BDKH/TT
 - b) Phụ nữ có ý kiến gì cụ thể gì và tham gia vào việc ra những quyết định gì trong cuộc họp của ban
 - c) Điều này đã cải thiện được việc phòng chống và biện pháp ứng phó với thiên tai của địa phương như thế nào (nhờ sự tham gia của phụ nữ?)

Điểm mạnh và thách thức của sự hợp tác / đối tác / Giám sát báo cáo

1. Các anh chị/Hội có hài lòng thế nào về việc hợp tác với Ban QLDA trung ương, với UN Women và với các ban ngành khác của tỉnh?
2. Việc trao đổi thông tin giữa Hội với UN Women và Trung ương Hội thế nào?
3. Việc hợp tác và trao đổi thông tin được cải thiện như thế nào trong quá trình thực hiện dự án?
4. Anh chị/Hội có cho rằng các ý tưởng và đề xuất của anh chị/Hội đã được phản ánh trong quá trình thực hiện dự án? Như thế nào - Ví dụ?
5. Dự án đã thực hiện được những thay đổi nào dựa trên đề xuất/ý kiến của Hội?

Đánh giá các cơ chế quản lý tài chính dự án, yêu cầu báo cáo,

1. Anh chị thấy việc báo cáo và nội dung của báo cáo cho BQLDA TW là hợp lý? _Có ý kiến nào bổ sung?

Tính bền vững của kết quả và phương pháp tiếp cận của Dự án?

1. Có hoạt động nào/cách tiếp cận nào/chiến lược nào của Dự án sẽ được nhân rộng?
2. Hội Phụ nữ đã có bất cứ kế hoạch cụ thể để tái thực hiện hoặc tiếp tục mở rộng thực hiện các hoạt động hoặc cách làm của dự án (Ví dụ như sử dụng tài liệu đào tạo, Biểu mẫu kế hoạch PCTT, Hoạt động câu lạc bộ phụ nữ, tài liệu truyền thông, mô hình sinh kế...?)
3. Vấn đề trao quyền cho phụ nữ và bình đẳng giới đã được xây dựng và duy trì phát triển như thế nào trong tương lai?

Quyền sở hữu / phát triển bền vững

1. Hội đã đóng góp gì cho dự án này? (Về tài chính, nhân lực hoặc các thứ khác?)
2. Hội đã có những cam kết/kế hoạch gì để duy trì các hoạt động của dự án trong tương lai? (ví dụ cụ thể?)



Bài học kinh nghiệm

1. những bài học quan trọng nhất mà Hội PN đã rút ra (nếu có) từ dự án này là gì? (tích cực và tiêu cực)- Nêu cụ thể



Appendix VII: Proposed Survey Questions (English)

Note: Text boxes have been omitted from this appendix.

Please circle one of the options below on the Likert Scale. On the yes or no questions please circle either yes or no and for questions which involve elaboration, text boxes have been provided.

1. Main Achievements

In your view, the project was successful.

- 1) strongly agree 2) agree 3) undecided 4) disagree 5) strongly disagree

2. Main Challenges

The project addressed several important challenges in this area.

- 1) strongly agree 2) agree 3) undecided 4) disagree 5) strongly disagree

3. Project Design and Relevance

The project responded to disaster situations/climate change in your location.

- 1) strongly agree 2) agree 3) undecided 4) disagree 5) strongly disagree

4. Project Activities

The capacity building, training and awareness raising activities were appropriate to your province (natural conditions, vulnerability of households etc.).

- 1) strongly agree 2) agree 3) undecided 4) disagree 5) strongly disagree

5. Gender Equality

The project integrated gender sensitive practices.

- 1) strongly agree 2) agree 3) undecided 4) disagree 5) strongly disagree

Women are participating more in mitigating natural disasters in your community.

- 1) strongly agree 2) agree 3) undecided 4) disagree 5) strongly disagree

How was the capacity in Gender Equality improved in your community?

6. Project Management

The project was well managed during its implementation.

- 1) strongly agree 2) agree 3) undecided 4) disagree 5) strongly disagree

7. Financial Management

The project was well managed financially and the reporting was reasonable.

- 1) strongly agree 2) agree 3) undecided 4) disagree 5) strongly disagree

8. Project Impact

Has the project had a tangible impact? In what specific areas? Please circle your response.

- | | | |
|---|-----|----|
| First aid and safety skills; swimming skills | Yes | No |
| DRR plan content and feasibility for implementation | Yes | No |

Training content and manual on CB	Yes	No
Women's participation on Committee of Flood and Storm Control	Yes	No
Livelihood activities suitable to DRR and CC	Yes	No
Communication activities	Yes	No
Other? Please specify.		

9. Most Significant Change and Sustainability

What was the most significant change as a result of this project for your community? Please describe.

Will project activities and/or strategies be replicated? Which activities are likely to continue to be used? Please circle your responses.

Training document	Yes	No
Manual of HHs DRR plan	Yes	No
DRR plan format	Yes	No
Women's Clubs	Yes	No
Communication materials	Yes	No
Handbook for communicators	Yes	No
Livelihood activities	Yes	No
Other? Please specify.		

10. Lessons Learned

What are the most important lessons learned from the project (both positive and negative)?

11. Value Added

UN Women provided added value to the project.

1) strongly agree 2) agree 3) undecided 4) disagree 5) strongly disagree

The Women's Union provided added value to the project.

1) strongly agree 2) agree 3) undecided 4) disagree 5) strongly disagree

12. Next Steps (Open-ended questions)

What were the main achievements of the project?

What next steps should be taken to move this agenda forward?

Appendix VIII: Proposed Survey Questions (Vietnamese)

Hướng dẫn cách trả lời

Đề nghị Anh /Chị:

- Khoanh tròn vào 1 trong 5 lựa chọn dưới đây.
- Đối với các câu hỏi yêu cầu trả lời " Có " hoặc "Không" thì khoanh tròn vào lựa chọn "Có " hoặc "Không"
- Đối với câu hỏi đề nghị giải thích, thì ghi vào trong "ô hình chữ nhật" phía dưới.

Các thành tựu chính mà dự án đã thực hiện được

Theo ý kiến Anh/Chị, Dự án này đã thực hiện thành công.

- 1) Hoàn toàn đồng ý 2) Đồng ý 3) Chưa quyết định được 4) Không đồng ý 5) Hoàn toàn không đồng ý

2. Các thách thức chính

Dự án này đã giải quyết được một số các thách thức quan trọng trong lĩnh vực PCTT và BDKH.

- 1) Hoàn toàn đồng ý 2) Đồng ý 3) Chưa quyết định được 4) Không đồng ý 5) Hoàn toàn không đồng ý

3. Thiết kế và tính phù hợp của Dự án

Dự án này đã đáp ứng được tình hình thiên tai/biến đổi khí hậu ở địa phương của Anh/Chị.

- 1) Hoàn toàn đồng ý 2) Đồng ý 3) Chưa quyết định được 4) Không đồng ý 5) Hoàn toàn không đồng ý

4. Các hoạt động của Dự Án

Các hoạt động nâng cao năng lực, nâng cao nhận thức của Dự án phù hợp với tình của Anh/Chị (với điều kiện tự nhiên, sự dễ tổn thương của các hộ gia đình, v.v).

- 1) Hoàn toàn đồng ý 2) Đồng ý 3) Chưa quyết định được 4) Không đồng ý 5) Hoàn toàn không đồng ý

5. Bình đẳng Giới

Dự án này đã lồng ghép được các nội dung thực tế về nhạy cảm Giới

- 1) Hoàn toàn đồng ý 2) Đồng ý 3) Chưa quyết định được 4) Không đồng ý 5) Hoàn toàn không đồng ý

Phụ nữ đang tham gia nhiều hơn vào các hoạt động giảm thiểu thiên tai tại địa phương của Anh/Chị.

- 1) Hoàn toàn đồng ý 2) Đồng ý 3) Chưa quyết định được 4) Không đồng ý 5) Hoàn toàn không đồng ý



Nâng cao năng lực về Bình đẳng Giới đã thể hiện như thế nào ở địa phương/cộng đồng nơi Anh/Chị sinh sống?

6. Quản lý Dự Án

Dự án đã được quản lý tốt trong giai đoạn thực hiện.

- 1) Hoàn toàn đồng ý 2) Đồng ý 3) Chưa quyết định được 4) Không đồng ý 5) Hoàn toàn không đồng ý

7. Quản lý Tài chính

Tài chính của dự án đã được quản lý tốt và công tác báo cáo của dự án là hợp lý.

- 1) Hoàn toàn đồng ý 2) Đồng ý 3) Chưa quyết định được 4) Không đồng ý 5) Hoàn toàn không đồng ý

8. Tác động của Dự Án

Liệu dự án đã đạt được các tác động cụ thể? Xin khoanh tròn câu trả lời của Anh/Chị. Các tác động cụ thể đó được thể hiện trong các lĩnh vực nào?

Sơ cứu ban đầu, Kỹ năng bơi	Có Không
KH PCTT và khả năng thực hiện	Có Không
Nội dung tập huấn	Có Không
Sự tham gia của Phụ nữ trong Ban Phòng chống TT và LB	Có Không
Các hoạt động Sinh kế phù hợp với PCTT và BDKH	Có Không
Các hoạt động truyền thông	Có Không
Xin mô tả các hoạt động khác mang lại tác động?	

9. Sự thay đổi ngoạn mục nhất và khả năng bền vững của Dự Án

Xin mô tả trong ô dưới đây đâu là sự thay đổi ngoạn mục nhất mà dự án đã đem lại cho địa phương/cộng đồng của Anh/Chị?

Các hoạt động nào dưới đây của Dự án sẽ được tiếp tục áp dụng? Các hoạt động nào dưới đây có nhiều khả năng sẽ được tiếp tục áp dụng thực hiện? Xin khoanh tròn vào đáp án của Anh/Chị.

Tài liệu tập huấn	Có Không
Tài liệu hướng dân lập KH PCTT hộ gia đình	Có Không
Biểu mẫu của KH PCTT Hộ Gia đình	Có Không
CLB Phụ nữ	Có Không
Tài liệu truyền thông	Có Không
Sách dùng cho Truyền thông viên	Có Không
Các hoạt động sinh kế	Có Không
Các hoạt động khác	

10. Các bài học rút ra từ Dự án

Dự án đã rút ra được những bài học quan trọng nào nhất (Bài học tích cực và cả bài học hạn chế)?

11. Các Giá trị mà dự án đem lại

UN Women đã đóng góp thêm giá trị cho dự án?

- 1) Hoàn toàn đồng ý 2) Đồng ý 3) Chưa quyết định được 4) Không đồng ý 5) Hoàn toàn không đồng ý

Hội Phụ nữ đã đóng góp thêm giá trị cho dự án?

- 1) Hoàn toàn đồng ý 2) Đồng ý 3) Chưa quyết định được 4) Không đồng ý 5) Hoàn toàn không đồng ý

12. Các bước tiếp theo của dự án

Đâu là các thành tựu đạt được chính của Dự án (xin ghi vào ô dưới đây)?

Cần phải thực hiện bước tiếp theo nào (hoạt động nào) để thực hiện được tiếp các thành tựu của Dự án đã nêu?





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