

## Annex 4 - Monitoring and Management Information

| <b>PHASE 1: August 2020 – December 2020</b><br><i>Evaluation Framework Development</i> |                             |   |  |
|--|-----------------------------|---|--|
| Phase  | Delivery period             | Item  | Comments   |
|  |                             | Workshop (Inception)<br>Formal Meeting<br>Management Information<br>CoP Knowledge Exchange session<br>Validation workshop |  |
| Phase 1  | August 2020 – December 2020 | Workshop (Inception)  | Workshop with key HA Challenge stakeholders  |
| Phase 1  | Quarterly                   | Management Information  | Progress updates on the evaluation process and a summary presentation of key findings and messages to date with the: <ul style="list-style-type: none"> <li>• <b>Impact and Performance Manager</b></li> <li>• <b>Other HA Challenge Team members</b></li> </ul>   |
| Phase 1  | August 2020 – December 2020 | Validation workshop   | <b>Key HA Challenge stakeholders to validate</b> proposed: <ul style="list-style-type: none"> <li>• <b>Evaluation Framework Report (EFR1)</b></li> <li>• <b>Evaluation Framework (EF1)</b></li> <li>• <b>Process Evaluation Approach (PEA1)</b></li> <li>• <b>Impact Evaluation Approach (IEA1)</b></li> </ul> |

|         |               |                |  |
|---------|---------------|----------------|--|
|         |               |                |  |
| Phase 1 | December 2020 | Formal meeting | A formal meeting with the HA Challenge to sign off acceptance of the: <ul style="list-style-type: none"><li>• <b>Evaluation Framework Report (EFR1)</b></li><li>• <b>Evaluation Framework (EF1)</b></li><li>• <b>Process Evaluation Approach (PEA1)</b></li><li>• <b>Impact Evaluation Approach (IEA1)</b></li></ul> |

**PHASE 2: January 2021 – June 2021**

Baseline measurement

| <b>Phase</b> | <b>Delivery period</b>                        | <b>Item</b>   | <b>Comments</b>   |
|--------------|---|---|---|
|              |   | Formal Meeting<br>Management Information<br>CoP Knowledge Exchange Session<br>Validation workshop |   |
| Phase 2      | January 2021 – June 2021<br><b>(CoP 2021)</b> | CoP Knowledge Exchange Session<br><b>(CoP 2)</b>  | CoP Knowledge Exchange Session <b>(CoP 2)</b> provider to ensure the knowledge exchanges sessions address community needs   |
| Phase 2      | Quarterly                                     | Management Information  | Progress updates on the evaluation process and a summary presentation of key findings and messages to date with the: <ul style="list-style-type: none"><li>• <b>Impact and Performance Manager</b></li><li>• <b>Other HA Challenge Team members</b></li></ul> |
| Phase 2      | January 2021 – June 2021                      | Validation workshop   | <b>Key HA Challenge stakeholders to validate</b> proposed: <ul style="list-style-type: none"><li>• <b>Baseline Report (BLR2)</b></li></ul>  |
| Phase 2      | June 2021                                     | Formal meeting  | A formal meeting with the HA Challenge to sign off acceptance of the: <ul style="list-style-type: none"><li>• <b>Baseline Report (BLR2)</b></li></ul>   |

**PHASE 3: July 2021 – August 2023***Data collection, analysis and interim reporting*

| Phase   | Delivery period                                | Item  | Comments  |
|---------|--|---|---|
|         |  | Formal Meeting<br>Management Information<br>CoP Knowledge Exchange Session<br>Validation workshop |   |
| Phase 3 | July 2021 – August 2023<br><br><b>CoP 2022</b> | CoP Knowledge Exchange Session<br><br><b>(CoP 3.1)</b>  | CoP Knowledge Exchange Session <b>(CoP 3.1)</b> provider to ensure the knowledge exchanges sessions address community needs   |
| Phase 3 | July 2021 – August 2023<br><br><b>CoP 2023</b> | CoP Knowledge Exchange Session<br><br><b>(CoP 3.2)</b>  | CoP Knowledge Exchange Session <b>(CoP 3.2)</b> provider to ensure the knowledge exchanges sessions address community needs   |
| Phase 3 | Quarterly                                      | Management Information  | Progress updates on the evaluation process and a summary presentation of key findings and messages to date with the: <ul style="list-style-type: none"> <li>• <b>Impact and Performance Manager</b></li> <li>• <b>Other HA Challenge Team members</b></li> </ul>      |
| Phase 3 | July 2021 – August 2023                        | Validation workshop   | <b>Key HA Challenge stakeholders to validate</b> proposed the two Interim reports: <ul style="list-style-type: none"> <li>• <b>Interim Process Evaluation Progress Report (IPEPR3)</b></li> <li>• <b>Interim Impact Evaluation Progress Report (IEPR3)</b></li> </ul> |
| Phase 3 | <i>January 2023??</i>                          | Formal meeting  | A formal meeting with the HA Challenge to sign off acceptance off: <ul style="list-style-type: none"> <li>• <b>Interim Process Evaluation Progress Report (IPEPR3)</b></li> <li>• <b>Interim Impact Evaluation Progress Report (IEPR3)</b></li> </ul>                 |

**PHASE 4: September 2023 – March 2024***Final reporting*

| <b>Phase</b> | <b>Delivery period</b>      | <b>Item</b>   | <b>Comments</b>   |
|--------------|-----------------------------|---|---|
| Phase 4      | Quarterly                   | Workshop<br>Formal Meeting<br>Management Information<br>CoP Knowledge Exchange Session<br>Validation workshop | Progress updates on the evaluation process and a summary presentation of key findings and messages to date with the: <ul style="list-style-type: none"><li>• <b>Impact and Performance Manager</b></li><li>• <b>Other HA Challenge Team members</b></li></ul> |
| Phase 4      | September 2023 – March 2024 | Validation workshop   | <b>Key HA Challenge stakeholders to validate</b> proposed the two Final reports: <ul style="list-style-type: none"><li>• <b>Final Impact Evaluation Report (FIER4)</b></li><li>• <b>Final Process Evaluation Report (FPER4)</b></li></ul>                     |
| Phase 4      | September 2023 – March 2024 | Formal meeting  | A formal meeting with the HA Challenge to sign off acceptance of both the: <ul style="list-style-type: none"><li>• <b>Final Impact Evaluation Report (FIER4)</b></li><li>• <b>Final Process Evaluation Report (FPER4)</b></li></ul>                           |