



RVAA

Regional Vulnerability Assessment
& Analysis Programme

Informing resilient livelihoods

Joint Final Evaluation of the SADC Regional Vulnerability Assessment and Analysis (RVAA) Programme (March 2017- March 2022)

Decentralized Evaluation Report Annexes

Southern African Development Community, Foreign Commonwealth and Development Office, the Swiss Agency for Development and Cooperation, Landell Mills and the World Food Programme



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Annexes

Annex 1. Summary Terms of Reference

Joint Final Evaluation of the SADC Regional Vulnerability Assessment and Analysis (RVAA) Programme [March 2017 to March 2022]

1.1 Introduction

1. The goal of the RVAA programme is to support resilient and sustainable rural and urban livelihoods, environments and institutions in reducing poverty and enhancing well-being in the SADC Region by strengthening and institutionalizing the region's vulnerability analysis and assessment system. The programme is coordinated by the SADC Secretariat's Disaster Risk Reduction Unit (DRRU) in the Office of the Executive Secretary through the Deputy Executive Secretary for Regional Integration. The first phase of the programme was from 2006 to 2011. The second Phase was from 2012 to 2016. The third phase, just like the previous one, is also funded by the FCDO and the SDC. WFP is supporting the SADC Secretariat in the technical implementation of the RVAA Strategic Plan 2017-2022 while Landell Mills is supporting the institutionalization component of the RVAA Programme.

2. These summary Terms of Reference (ToR) are for the joint final evaluation of the SADC Regional Vulnerability Assessment and Analysis (RVAA) programme 2017-2022. This joint thematic final evaluation will cover the period from May 2017 to June 2021 and the evaluation team is expected to determine the extent to which the programme has achieved or is likely to achieve all its targets by 2022. The evaluation will take place from March to August 2021.

3. This final evaluation is jointly commissioned by the SADC Secretariat, Foreign Commonwealth & Development Office ([FCDO](#)) and the Swiss Agency for Development and Cooperation ([SDC](#)), Landell Mills ([LM](#)) and the United Nations World Food Programme ([WFP](#)).

4. This joint evaluation serves the dual and mutually reinforcing objectives of accountability and learning. Given the requirements of the programme equal weight is placed on accountability and learning. The specific objectives of the evaluation are:

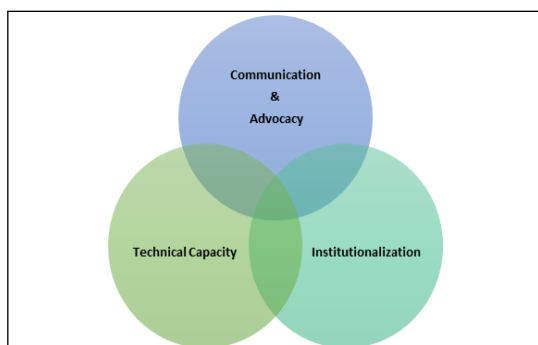
- To provide an objective/impartial assessment of whether planned outputs have been delivered and whether or not the outputs have led and/or contributed to the achievement of the anticipated outcomes.
- To understand the processes/mechanisms by which the programme led to or contributed to outcomes.
- To examine programme achievements, identify reasons why the achievements have been/not been made, identify any broader consequences, positive or negative, intended or unintended, which have occurred as a result of the programme.
- To determine the extent to which the programme implemented the recommendations from the mid-term review.
- To examine progress in terms of sustainability of the RVAA system beyond the current donor funding.
- To provide recommendations on future programming, implementation modalities, strategic orientations, and partnerships.

1.2 Subject, Focus and Scope of the Evaluation

5. The goal of phase III of the RVAA Programme 2017-2022 is to support resilient and sustainable rural and urban livelihoods, environments and institutions in reducing poverty and enhancing well-being in the SADC Region. The key outcome for this phase is *“Institutionalised and sustainable VAA systems that enhance emergency and developmental responses at national and regional levels”*.

6. As outlined in the revised RVAA Theory of Change (ToC) legitimacy, credibility and influence of the RVAA system have been identified as the key interrelated intermediate outcomes required to ensure achievement of the final outcome. Inline with the causal pathways articulated in the revised RVAA ToC this phase of the programme is comprised of three interrelated components (refer to figure 1) at national and regional levels, which are underpinned by regional coordination and leadership:

Figure 1: 2017-2022 RVAA Programme components



7. All programme components are implemented across all SADC Member States (MS) where NVACs have been established. The technical capacity component focuses on capacity strengthening to ensure that credible, high-quality assessments are produced by each NVAC in a timely manner. The institutionalization component aims to enhance the legitimacy and sustainability of the VAA system by supporting NVACs to be incorporated into government administrative and financial structures. The communications and advocacy component seeks to increase the influence of the VAA system by facilitating increased access, use and uptake of VAA information and products. The RVAA Programme is coordinated by the SADC Secretariat’s Disaster Risk Reduction Unit (DRRU) in the Office of the Executive Secretary through the Deputy Executive Secretary for Regional Integration. FCDO and SDC have provided a five-year budget of US\$ 11,649,741.

8. Building on the comprehensive RVAA midterm review, this evaluation will assess all three programme components (technical capacity, institutionalization, communication & advocacy) across the 16 member states with a focus on determining the outcomes achieved by the programme including an examination of how and why the programme contributed to observed changes.

9. The evaluation will apply the international evaluation criteria of relevance, effectiveness, impact, sustainability (refer to table 1). In line with stakeholder evidence needs and interest, Value for Money is an additional criterion which will be applied in this evaluation. Given the interests and evidence needs of the key stakeholders of this joint evaluation, the selected criteria have equal weighting. Collectively, the questions aim at highlighting the key lessons and performance of the SADC RVAA programme, which could inform future strategic and operational decisions. Gender equality and empowerment of women should be mainstreamed throughout.

Table 1: Criteria and evaluation questions

Criteria	#	Evaluation Questions
Relevance	1	Is the RVAA Programme aligned with the needs, priorities and policies of Member States and of SADC across the region?
	2	To what extent is the design of the programme, its components and expected results as outlined in the TOC relevant to the achievement of the stated final outcome?”
	3	Has the RVAA Programme been able to adapt and be responsive to emerging needs and changing contexts?
Effectiveness	4	To what extent has the programme achieved the planned outputs and have these led to or likely to lead to achievement of the outcomes of the RVAA Programme?

Criteria	#	Evaluation Questions
	5	Has VAA capacity been strengthened and institutionalized?
	6	Is there evidence of increased legitimacy, credibility and influence of the RVAA Programme at national and regional levels?
	7	To what extent has the programme been responsive to changing operational context including disruption and unexpected shocks? (Conflicts, Covid-19 pandemic etc.)
	8	What internal and external factors enabled or constrained the achievement of programme results?
	9	What are the key achievements and challenges of the technical assistance offered by WFP and Landell Mills?
Value for Money	10	Has RVAA delivered VfM? Elements to consider include economy, efficiency, cost-effectiveness and equity. What has been achieved at what cost?
Sustainability	11	To what extent have NVACs/VAA been integrated into national systems and processes (administrative, financial structures, planning, information systems etc)?
	12	How sustainable is the RVAA system beyond the current donor funded cycle?
Impact	13	What are the positive and/or negative, intended and unintended effects of the RVAA programme?
	14	Has the RVAA Programme influenced emergency and developmental policy and programming?

1.3 Methodology

10. The evaluation design adopts a theory-based approach, applying a mix of methods which will include detailed analysis of monitoring and programme implementation data as well as Primary data which will be collected to fill gaps as appropriate through online survey, focus group discussions and interviews. The evaluation team will propose a methodology that allows for a deeper understanding of how the RVAA programme has contributed to observed/reported changes. This theory-based evaluation will be guided by and will test the programme TOC.

11. During the inception, the evaluation team will refine the evaluation methodology which should:

- Employ the relevant evaluation criteria (relevance, effectiveness, value for money, sustainability, impact).
- Demonstrate impartiality and lack of bias by relying on a cross-section of information sources. The selection of field visit sites will also need to demonstrate impartiality.
- Use robust quantitative and qualitative methods to ensure triangulation of information through a variety of means and perspectives.
- Ensure triangulation of sources of information and methods of analysis and logical link between evidence and conclusions/recommendations.
- Apply an evaluation matrix geared towards addressing the key evaluation questions taking into account the data availability challenges, the budget and timing constraints.
- Utilize a participatory approach to ensure that different stakeholder groups participate and that their different voices are heard and used.

12. While the evaluation will cover all the 16 member states as stated above through detailed analysis and survey, the evaluation will sample a few of them to conduct a detailed analysis of specific elements to answer the questions related to impact. The evaluation team will determine the sample for this detailed analysis, taking into consideration representation of the different socio-economic and political contexts of the SADC Member States, varying levels of development of NVACs and the multi-sectoral nature of the programme. The evaluation will include field visits to be agreed on during inception. Assessment of progress towards achievement of the results will be done through analysis of monitoring and programme implementation data. Primary data will be collected to fill gaps as appropriate.

13. Due to the Covid-19 pandemic and associated lockdowns and travel restrictions having an impact on the evaluation process. Therefore, to ensure that the objectives of the evaluation are adequately met, the evaluation team is expected to develop a Covid-19 compatible evaluation design that utilizes remote data collection and/or limited in-country travel. The evaluation team will be required to also outline how it will mitigate potential risks and limitations of remote data collection.

14. In addition to producing an evaluation report, the evaluation team will also develop a set of evidence summaries to meet stakeholder evidence needs. The evidence summaries will be short free-standing products that collate and visualize key evidence pertaining to predefined themes of interest and will clarify key achievements, lessons including effective modalities across Member States. The content and sequencing of the evidence summaries will be determined during the inception phase in close consultation with key programme stakeholders.

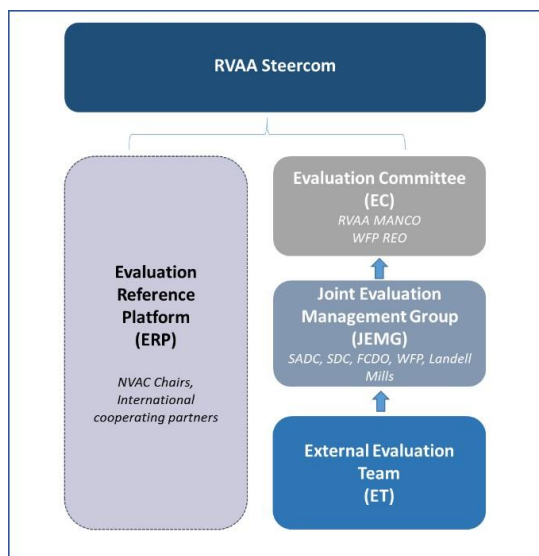
1.4 Timelines & Key Milestones

Preparations: January-May 2021; final TOR and team recruited
Inception Phase: May/July 2021; inception report, which include detailed methodology and data collection plans
Data Collection: July 2021
Data Analysis and Reporting: August-October. Evidence summaries and a final evaluation report
Management Response and Dissemination: November-December 2021

1.5 Roles and Responsibilities

15. To ensure independence and impartiality the evaluation will be conducted by a team of independent consultants. The evaluation will be managed by the joint evaluation management group and it will be governed by a Steering Committee and Evaluation Reference Group which are both chaired by the SADC Secretariat. The Evaluation Reference Platform (ERP) is a temporary mechanism established to facilitate stakeholders' systematic engagement in the evaluation process and provides advisory inputs throughout the process. Refer to figure 2 below for the evaluation governance and management structure.

Figure 2: RVAA Joint Final Evaluation Governance and Management Structure



1.6 Evaluation Stakeholders

16. The primary users of this evaluation are the SADC Secretariat, Member States, FCDO, SDC, WFP and Landell Mills as well as international cooperating partners (FAO, WFP, ARC, UNICEF, OCHA, OXFAM, World Vision and FEWSNET).

17. International cooperating partners (ICPs) are key partners for the implementation of the RVAA programme and they bring complementary support and technical expertise to support National Vulnerability Assessment Committee (NVAC) capacity strengthening. They are members of technical working groups (TWGs) which have become an integral part of the SADC RVAA system's implementation structure. TWGs are formally established and mandated by the Regional Vulnerability Assessment Committee (RVAC) to broaden and deepen various technical aspects of the RVAA system that require greater and dedicated specialised attention to develop and/or support implementation.

Annex 2. Evaluation Schedule and Timeline

	Phases, Deliverables and Timeline	Key Dates	By who
Phase 1 - Preparation (November 2020-early March 2021)			
1	Desk review, draft of TOR and quality assurance (QA) using ToR QC	Dec 2020 – January 2021	EM, JEMG
2	Establish joint evaluation management group (JEMG). Agree on QA system to be followed, agree on commenting processes, logistical, administrative arrangements, meeting schedule etc.)	January 2021	Steercom
3	Sharing of draft ToR with outsourced quality support service (DE QS)	15-21 January	EM, JEMG
4	Review draft ToR based on DE QS feedback	25-27 January	EM, JEMG
5	Circulation of TOR for review and comments to ERG and other stakeholders (list key stakeholders)	10 February	ERG
6	Review draft ToR based on comments received	19 February	EM, JEMG
7	Approval of ToR by RVAC (AOM)	February	RVAC
8	Sharing final TOR with key stakeholders	February	EM, JEMG
9	Create library of information	25 March	EM, JEMG
10	Selection and recruitment of evaluation team and signing of the UN Code of Conduct for Evaluations form	17 May 2021	JEMG, SC
Phase 2 - Inception (mid May 2021)			
		Up to 7 Weeks	
11	Briefing evaluation team	5 May 2021	EM, JEMG
12	Desk review of key documents by evaluation team	10 May	ET
13	Inception meetings	17 May	ET
14	Draft inception report	21 June	TL
15	Sharing of draft IR with outsourced quality support service (DE QS) and quality assurance of draft IR by EM using the QC	22 June- 1 July	EM, JEMG
16	Revise draft IR based on feedback received by DE QS and EM	1 July-5 July	ET
17	Submission of revised IR based on DE QS and EM QA	5 July	TL
18	Circulate draft IR for review and comments to ERG, RB and other stakeholders	6 July-16 July Presentation by ET to ERG on 7 July	EM, ERG
19	Consolidate stakeholder comments	19 July	EM, JEMG

20	Revise draft IR based on stakeholder comments received	20-22 July	ET
21	Submission of final revised IR	22 July	TL
22	Submits the final IR to the internal evaluation committee	23 July	EM, JEMG
23	Approval of the final Inception report by EC/MANCO	23 July 2021	MANCO
Phase 3 – Data collection (July-August 2021)		Up to 4 Weeks	
24	Briefing evaluation team	26 July 2021	EM, JEMG
26	Covid-19-compatible Data collection	26 July-13 August	ET
27	End of fieldwork Debriefings	17-19 August 2021 (JEMG, ERG)	ET
Phase 4 - Analyse data and report (July 2021)		Up to 11 Weeks	
28	Draft evaluation report and evidence summaries and submit to EM	23 August-10 September 2021	TL
29	Review and QC of draft 1 ER by JEMG	13-14 September	JEMG
29	Sharing of draft 1 ER with outsourced quality support service (DE QS) and quality assurance of draft ER by EM using the QC	15-24 September	EM, JEMG
30	Revise draft ER based on feedback received by DE QS and EM QA	27 September-30 September	ET
31	Submission of revised ER based on DE QS and EM QA	30 September	TL
32	Circulate draft 2 ER for review and comments to ERG, and other stakeholders (list key stakeholders)	1-8 October	EM, JEMG
33	Consolidate stakeholder comments and submit to ET	11-12 October	EM, JEMG
34	Revise draft ER and evidence summaries based on stakeholder comments received	12-26 October	ET
35	Submission of final revised ER and evidence summaries	26 October	TL
36	Submission of the final evaluation report and evidence summaries to the EC/ RVAC for approval	29 October	EM, JEMG, SC
37	Sharing of final evaluation report and evidence summaries with key stakeholders for information	15 November 2021	EM, JEMG
Phase 5 - Dissemination and follow-up (August 2021)		Up to 4 Weeks	
38	Prepare management response	15-30 November 2021 Steercom Meeting	SC
39	Share final evaluation report and management response for publication	10 December 2021	EM, JEMG

Annex 3. Fieldwork Agenda & observations

Table 2: Evaluation Field Mission Schedule

Days/dates	Team member	Locations/sites	Stakeholders to interview
July 12-13	<ul style="list-style-type: none"> Team training and orientation on QuIP data collection and analysis Team data collection instrument dry run exercise. Team members contacting the NVAC Chairs of the respective countries of data collection and scheduling interviews and data collection. 	Team orientation and training on QuIP – done virtually	
2-3 August ¹	Vhumani Magezi	Conduct interviews with SADC Secretariat, Donors & service providers	SADC Secretariat, Donors & service providers
	Manasa	Conduct interviews with SADC Secretariat, Donors & service providers	SADC Secretariat, Donors & service providers
	Elizabeth Manda	Conduct interviews with SADC Secretariat, Donors & service providers	SADC Secretariat, Donors & service providers
	Robert Mbori	Conduct interviews with ICPS & Service Providers	ICPS & Service Providers
	Carla Do Santos	Conduct interviews with ICPS & Service Providers	ICPS & Service Providers
4-6 August	Vhumani Magezi	Conducts interviews in South Africa – virtual data collection	NVAC Chair, NVAC Members & Government Officials & facilitation of survey administration
	Manasa	Conducts interviews in Zimbabwe – face to face QuIP country	
	Elizabeth Manda	Conducts interviews in Malawi – virtual or face to face in country collection	
	Robert Mbori	Conducts interviews in Tanzania – virtual or face-to-face data collection- in country	
	Carla Do Santos	Conducts interviews in Angola – virtual data collection	
9-11 August	Vhumani Magezi	Conducts interviews in Lesotho– Face to face QUIP country	
	Manasa	Conducts interviews in Botswana – virtual data collection	

¹ V Magezi, M Dzirikure and E Manda will jointly interview SADC Secretariat, Donors while R Mbori and C Do Santos will jointly interview ICPS. All ET members will participate in interviewing Service Providers.

Days/dates	Team member	Locations/sites	Stakeholders to interview
	Elizabeth Manda	Conducts interviews in Zambia – virtual data collection	
	Robert Mbori	Conducts interviews in Mauritius – virtual data collection	
	Carla Dosantos	Conducts interviews in Mozambique – face to face QuIP country	
12-13 August	Vhumani Magezi	Conducts interviews in Comoros – virtual data collection	
	Manasa	Conducts interviews in Namibia – virtual data collection	
	Elizabeth Manda	Conducts interviews in Seychelles – virtual data collection	
	Robert Mbori	Conducts interviews in eSwatini – virtual data collection	
	Carla Dosantos	Conducts interviews in Mozambique – DRC and Madagascar – virtual data collection	

Observations:

- i. **Two (2)** ET members (**Vhumani & Manasa**) observed NVAC process in **Zimbabwe** (ZIMVAC validation and dissemination process) – 31 May – 4 June 2021.
- ii. **One (1)** ET (Elizabeth Manda) observed **Malawi** data analysis on 31 July 2021.
- iii. **All ET** members observed the RVAA **dissemination on 6 - 10** July 2021 where (a) MS made presentations, (b) RVAA team gave updates, (c) the TWG made presentations, and (d) ATLA information and data storage was launched.

Annex 4. Context

18. **Angola:** In the 2020/2021 the country was hit by drought, which affected agricultural productivity and access to water and pasture for animals. The Southwestern provinces of Kwanza Sul, Benguela, Huambo, Huila, Namibe and Cunene were the hardest hit, exposing about 1.7 million people of whom 1 million may experience food insecurity during the 2020/2021 period. Southern provinces of Angola: Luanda Sul, and Namibe were also affected by a plague of locusts. Assessments between October 2019 and February 2020 estimated that 562,000 people were in IPC 3 or more in the southern province of Cunene, Huila and Namibe.²

19. **Democratic Republic of Congo:** In addition to natural disasters (floods) DRC faces a prolonged armed conflict, both of which cause population movements mainly in the eastern part of the country (5 million people are internally displaced). The combined effect of natural disasters, a volatile security situation, a prolonged humanitarian crisis, and disease (epidemics of measles, cholera, and malaria in addition to Ebola virus disease), leads to chronic food insecurity is increasing and correlated with malnutrition and shocks that disrupt access to food markets.

20. **Eswatini:** Delayed onset of the rainfall season and dry spells in November and December 2020 led to a delayed start of the farming season, negatively impacting on food production. Unusually high commodity prices further restricted food access and exacerbated the already compromised food availability in the poorest households, further heightening their poverty levels.

21. **Lesotho:** Heavy rains, crop pests and diseases infestation, as well as, the Covid-19 pandemic, have high food prices which are higher than 2020 and above 5-year average prices, which combined with reduced income from other livelihood sources (e.g., remittances, beer brewing and domestic work) increasing the likelihood of food insecurity.

22. **Madagascar:** The country experienced multiple crises, including drought, floods, and epidemics, significantly affecting the harvest, and disrupting food stocks and household livelihoods. According to African Risk Capacity (ARC), in April 2020 the drought affected 1,468,717 people in the eight districts of the south.

23. **Malawi:** Early cessation of rain in the southern districts, fall and African army worms, affected late planted crops. Covid-19 and its inherent slowdown of economic activity is also a factor of insecurity. The country was in a good path, with most districts having less than 3 percent of households in a food insecurity situation. However, these events threaten to reverse the trend.

24. **Mauritius:** was recently reclassified by the World Bank as a high-income country. Being a net food importer, the country is exposed to international pressures, such as fluctuating freight prices, exchange rate fluctuations and sourcing concerns. About 40 percent of the country's land is used for crop cultivation of which about 90 percent is sugarcane, with the remaining land planted with tea, tobacco, and a small number of food crops. With climate change, rainfall patterns have changed, leading to longer periods of dry season and huge rainfalls during short periods. These extreme weather events put further pressure on the agricultural sector, thus exacerbating food insecurity in Mauritius. The Covid-19 and lockdown has led to the country's first recession in 40 years, mainly due to the halt in tourism, which accounts for 25 percent of gross domestic product.³

25. **Mozambique:** About 80 percent of Mozambicans reside in the rural areas and depend on subsistence agriculture, livestock, hunting, forestry, and timber harvesting. These activities are often affected by the effects of climate change (drought, irregular rainfall, floods, etc.) and pest infestations, as well as crop and animal sicknesses. The population residing in urban and peri-urban areas relies on informal trade activities, a sector hard hit by the Covid-19 lockdown. Mozambique's Technical Secretariat

² SADC Synthesis Report: on the State of Food and Nutrition Security and Vulnerability in Southern Africa (2020). Available at: <https://www.sadc.int/news-events/news/sadc-member-states-urged-strengthen-mechanisms-mitigate-impact-Covid-19-45-million-people-across-region-face-increasing-food-ins/>

³ Ibid

for Food Security and Nutrition (SETSAN) was unable to carry out regular assessments in February-March 2020 due to the Covid-19 lockdown. Instead, a pilot study on the status of acute food insecurity in the context of Covid-19 was undertaken in the cities of Maputo and Matola in April 2020. It found that currently, 15 percent of people living in the two cities are in IPC Phase 3 (crisis), meaning 365,000 people need humanitarian assistance⁴ in Maputo and Matola alone.

26. **Namibia:** Although the country had a good harvest in 2020 prolonged drought in parts of the country as well as the continued effects of the Covid-19 lockdown have had negative effects (price increases, job losses, reduced access to food, reduced access to remittances, etc.). Based on the IPC projections of October 2019, an estimated 354,000 Namibians are in IPC Phase 3 (crisis). These figures are expected to rise especially in urban settlements due to the Covid-19 impact. Assessments are currently underway to estimate food insecurity between January 2020 and March 2021.⁵

27. **South Africa:** Despite the disruptions brought about by the Covid-19 pandemic, the country can meet its national food requirements. Drastic measures to manage Covid-19 included a 21-day national lockdown to curb the spread of coronavirus in the country. The country has been battling economic challenges for nearly ten years, such as the sluggish growth, deteriorating public finances, mass unemployment and power outages. The household income pressure caused by the national lockdown has become a reality of many South African households. This has a negative impact on affordability and accessibility of food. Indications are that the economic impacts of Covid-19 have dramatic effects on the well-being of families and communities. About 3,370,177 households faced food access problems in 2018, of which 1,664,770 were headed by men and 1,705,406 were headed by women.⁶

28. **United Republic of Tanzania:** Tanzania is a lower Middle-income economy. Due to the Covid-19 pandemic, growth fell by 4 percentage points in 2020. The unemployment rate in 2020 was 2 percent; however, this masks the high levels of people in precarious employment, with 82 percent of all labour in vulnerable employment. Due to the Covid-19 pandemic, the manufacturing and agricultural sectors saw joblessness. Although Tanzania is stable in food production, it is fitting to specify the geographical areas and households that suffer from food and nutritional insecurity. Doing so might help support government relief efforts to regions and social categories that are either food insecure or likely to be food insecure. Tanzania is facing shocks, which threaten agricultural production in 2021. Observed are weather extremities, with both floods and poor rains reported in some regions. Food production is threatened too by outbreaks of crop pests--army worms and *Quelea*.

29. **Zambia:** Falling copper prices, declining agricultural output and hydro-electric power generation as a result of insufficient rainfall, and inadequate policy adjustment for addressing the exogenous shocks, led to growth rate slowing to 3.1 percent per annum between 2015 and 2019. Major exogenous shocks included flooding, pest infestation and Covid-19 pandemic. The latter will continue to drive a decline in the revenue of the tourism system. February 2021 IPC update estimates that 1.7 million Zambians are under the classification of Phase 3 or above.

30. **Zimbabwe:** In 2019 poor rainfall and extended dry spells exacerbated poor economic performance and the limited availability (or unaffordability) of agricultural inputs for most communal farmers. The Fall Army worm, livestock diseases and Tropical Cyclone IDAI also impacted livelihoods and agricultural production. Cash shortages remained the most prevalent shock experienced by households (81.5 percent) followed by changes in cereal prices (78.8 percent) and drought (75.9 percent). Most households (53 percent) were consuming borderline to poor diets – an 8 percent increase from 2018. The 2019 national global acute malnutrition is 3.6 percent, an increase from 2.5 percent in 2018. The highest prevalence is in Mashonaland East (4.4 percent) and lowest in Midlands (2.3 percent). There was also an increase in the proportion of households with at least one member living with HIV/AIDS: from 12 percent in 2018 to 27 percent in 2019. Between January and March 2019, an estimated 59 percent of the rural households were cereal insecure – about 5.53 million people. Covid-19 lockdowns have affected most urban households' livelihoods and is likely to worsen the food and nutrition security status. Furthermore,

⁴ Ibid

⁵ Ibid

⁶ Ibid

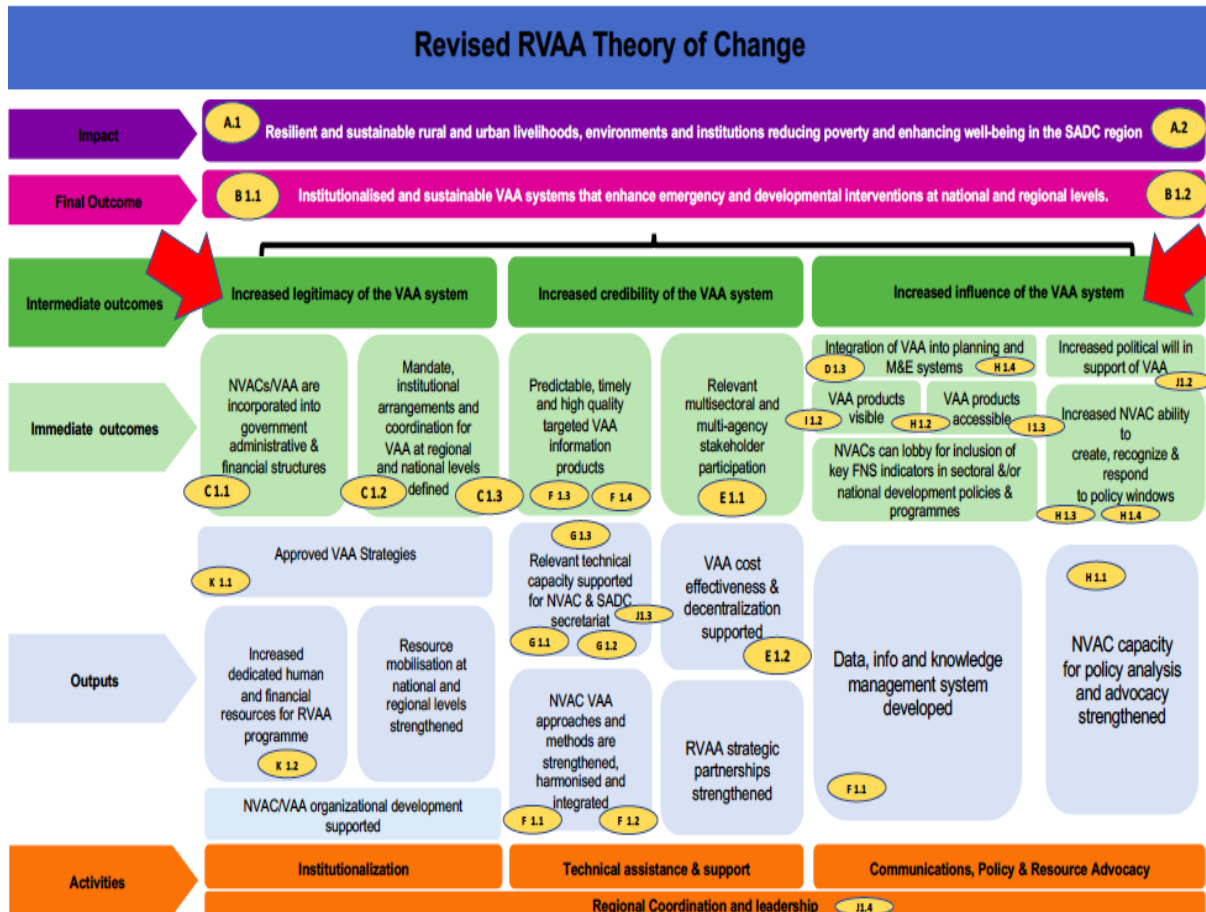
households with livelihood options such as petty trade, vending, and casual labour, skilled trade, and own businesses were likely to experience the most impact of no trade during the lockdown period.⁷

31. Whereas the rest of the SADC Member States are at high risk of food and nutrition insecurity, Seychelles is a food and nutrition secure country. As such authorities are still in the process of understanding which part of the VAA would give Seychelles better value for money. The country faces, however, risks related to environmental catastrophes which could disrupt food supply chains and put their endowments at threat. The country therefore needs a VAC that could meet such needs.

⁷ Ibid

Annex 5. Revised Theory of Change (2020)

32. The theory of change has been maintained unaltered as it was revised after the MTR and approved in February 2020.



Annex 6. Results Framework/Line of Sight

Goal: To support resilient and sustainable rural and urban livelihoods, environments and institutions in reducing poverty and enhancing well-being in the SADC Region											
Impact	Impact indicator	Baseline	Means of Verification			Assumptions					
Resilient and sustainable rural and urban livelihoods, environments and institutions reducing poverty and enhancing well-being in the SADC region	A.1) % of people who are food insecure disaggregated by gender & location	29.5 M (5-year average)	SADC RISDP (agriculture, food security, and natural resources), CAADP indicator 1.2.1 (food and nutrition security), National Development Plans, SDGs, RVAA Synthesis Reports			SADC Member States continue to prioritise poverty reduction and building resilience to climate change. Member States and donors demonstrate willingness to invest in policies and programmes addressing longer term, chronic vulnerabilities. Member States make NVAC data and information regionally and publicly available for research and general use. Regional policies and strategies addressing underlying causes of vulnerability are implemented by national governments. SADC reports against SDG and CAADP indicators. SADC M&E systems are in place for the RISDP, RAP, FNSS, and Climate Change programme. Climate change is important - even critical - but still only one of many factors attributable to food and nutrition insecurity					
	A.2) % population below the international poverty line by gender & location (measured by people living on less than \$ 1.90 a day)	40%	SADC RISDP (poverty reduction), National Development Plans, SDGs, RVAA Synthesis Reports								
Final Outcome	Outcome Indicators	Baseline	Target	Means of Verification	Frequency	Milestone 1 (2017)	Milestone 2 (2018)	Milestone 3 (2019)	Milestone 4 (2020)	Milestone 5 (2021)	Assumptions

Institutionalised and sustainable VAA systems that enhance emergency and developmental responses at national and regional levels.	B1.1) Number of Member States with demonstrable use of VAA information in policies, strategies or programmes including climate change	5 Member States (Botswana, Malawi, Mozambique, Namibia, Zimbabwe)	14 Member States with demonstrable use of VAA information in policies, strategies or programmes including climate change by 2021	RVAA episode studies, Member State climate change policies, strategies or programme documents	Annually	A roadmap for integrating emerging issues which includes climate change	RVAA programme creates awareness of climate change issues to inform VAA processes	At least 5 NVACS demonstrate integration of climate change issues in their products	5 Member States with demonstrable use of VAA information in policies, strategies or programmes by 2020	14 Member States with demonstrable use of VAA information in policies, strategies or programmes by 2021	MS policy decision makers continue to prioritise engagement with the regional VAA programme. Member States continue to foster and enable a collaborative environment for technical aspects of VAA. Member States leadership mobilises
	B1.2) Harmonized & integrated reporting of vulnerability levels across the SADC region	11 synthesis reports (2005-2016) Annual Assessment reports (TBD)	5 Synthesis reports produced by 2021 and 70 annual assessment reports produced by 2021	RVAA Synthesis Reports, annual assessment reports,	Annually	RVAA Programme aligned with the SADC RVAA Strategy 2017-2021	VAA reporting guidelines for integration and harmonization developed	At least 3 NVACS use integrated VAA approaches	4 Synthesis reports produced	5 Synthesis reports produced	mainstreaming of vulnerability reduction across national policies as a driver for greater NVAC institutionalisation and financial support.

	B1.3) Number of NVACs' assessment results used to inform the value and/or coverage of social protection and/or safety net programming	6 (Botswana, Lesotho, Malawi, Namibia, Swaziland and Zimbabwe)	10 NVACs' assessment results used to inform the value and/or coverage of social protection and safety net programming by 2021	Episode Studies, Member State Social protection, social insurance safety net programme documents, National Development Plans	Annually	SADC adopts a sustainable coordination mechanism for VAA	At least 4 NVAC's assessment results used to inform the value and/or coverage of social protection and/or safety net programming	At least 7 NVAC's assessment results used to inform the value and/or coverage of social protection and/or safety net programming	At least 9 NVAC's assessment results used to inform the value and/or coverage of social protection and/or safety net programming	At least 10 NVAC's assessment results used to inform the value and/or coverage of social protection and/or safety net programming	ICPs are willing to support country-driven methodological development and responses. By definition VAA processes are already institutionalised by the fact that government resources are allocated to the process.
	B1.4) Number of MS increasing their Institutionalisation Index score by at least 25%	2020 II baseline assessments	12 MS increasing their Institutionalisation Index score by at least 25%	Institutionalisation Index reports	Annually	N/A	N/A	N/A	All MS show an improvement in their II	12 MS increasing their Institutionalisation Index score by at least 25%	Institutionalisation is a process that will evolve with ongoing context.
Immediate Outcome 1	Immediate Outcome Indicators	Baseline	Target	Means of Verification	Frequency	Milestone 1 (2017)	Milestone 2 (2018)	Milestone 3 (2019)	Milestone 4 (2020)	Milestone 5 (2021)	Assumptions
NVACs/VAA are incorporated into government administrative & financial structures	C1.1) Number of Member States with approved VAA phase-out plans (with dedicated senior positions and support officers within	II baseline	All MS have approved phase-out plans (with dedicated senior positions and	Phase out plans, RVAC minutes, Institutionalisation Index	Annually	N/A	N/A	N/A	2020 baseline	All MS have approved phase-out plans (with dedicated senior positions and support officers within government	MS are willing to incorporate VAA into government administrative and financial structures. A VAA system incorporated into

	government structure) for ongoing VAA programme application		support officers within government structure) for ongoing VAA.							structure) for ongoing VAA.	government administrative and financial structures is likely to have predictable funding and be sustainable.
	C1.2) Number of MS with a formalised policy for the administration of VAA mandate.	II baseline	All MS have a formalised policy for the administration of VAA mandate	Institutional Index	Annually	N/A	N/A	N/A	2020 baseline	All MS have a formalised policy for the administration of VAA mandate.	
	C1.3) Percentage of annual vulnerability assessment costs funded by in country sources	Overall, 72%, (funding ranges between 2% and 100%)	100% of annual vulnerability assessment costs funded by in country sources for 14 NVACs by 2021	Member State VAA Funding tracker, NVAC and national government financial documents	Annually		A minimum of 30% of annual vulnerability assessment costs for each NVAC funded by in country sources	A minimum of 50% of annual vulnerability assessment costs for each NVAC funded by in country sources	A minimum of 80% of annual vulnerability assessment costs for each NVAC funded by in country sources	100% of annual vulnerability assessment costs for 14 NVACs funded by in country sources	
Immediate Outcomes 2	Immediate Outcome Indicators	Baseline	Target	Means of Verification	Frequency	Milestone 1 (2017)	Milestone 2 (2018)	Milestone 3 (2019)	Milestone 4 (2020)	Milestone 5 (2021)	Assumptions

Integration of VAA into planning and M&E systems	D1.1) Number of MS including key FNS indicators in sectoral &/or national development policies &/or programmes	II baseline	TBD	Institutional Index	Annually	N/A	N/A	N/A	Scoping of policy influence opportunities report 2020 Baseline	4 MS include key FNS indicators in sectoral and/or national development policies and/or programmes	MS find value and are willing to include key FNS indicators in sectoral and/or national development policies and programmes.
Immediate Outcomes 3	Immediate Outcome Indicators	Baseline	Target	Means of Verification	Frequency	Milestone 1 (2017)	Milestone 2 (2018)	Milestone 3 (2019)	Milestone 4 (2020)	Milestone 5 (2021)	Assumptions
Relevant multisectoral and multi-agency stakeholder participation and decentralization	E1.1) VAA Participation Score (II)	II baseline	All MS to have a VAA participation score above 75% (1.13 out of 1.5)	Institutional Index, MS VAA reports	Annually	N/A	N/A	N/A	II baseline	All MS to have a VAA participation score above 75% (1.13 out of 1.5)	Stakeholders find value in and are willing to participate in VAA.
	E1.2) VAA Decentralization Score (II)	II baseline	Ten MS to have a VAA operational at sub-national level	II, MS VAA reports	Annually	N/A	N/A	N/A	II baseline	Ten MS to have a VAA operational at sub-national level	
Output 1	Output Indicators	Baseline	Target	Means of Verification	Frequency	Milestone 1 (2017)	Milestone 2 (2018)	Milestone 3 (2019)	Milestone 4 (2020)	Milestone 5 (2021)	Assumptions

NVAC VAA approaches and methods are strengthened, harmonised and integrated	F1.1) Number of NVACs adhering to the RVAA harmonized Framework	TBD	14 NVACs adhering to the RVAA harmonized Framework	Annual Assessments Reports	Annually	Desk review of institutionalization across NVACs	6 NVACs generate agreed common minimum gender disaggregated minimum dataset.	9 NVACs generate agreed common minimum gender disaggregated minimum dataset.	12 NVACs generate agreed common minimum gender disaggregated minimum dataset.	14 NVACs generate agreed common minimum gender disaggregated minimum dataset.	NVAC VAA have increased relevance to users that motivate them to support mobilization of resources for VAA.
							N/A	N/A	10 NVACs at least at 70% adherence	14 NVACs at least at 70% adherence	
	F1.2) Number of NVACs integrating emerging issues into their annual assessments	5 NVACs (Botswana, Lesotho, Zimbabwe, Malawi, Mozambique)	14 NVACs integrating a minimum of 4 emerging issues into their annual assessments by 2021	Annual Assessments Reports	Annually			9 NVACs integrate at least 2 emerging issues (nutrition, HIV/Aids, gender; markets; IPC; poverty reduction; resilience; climate change) into their annual assessments	12 NVACs integrate at least 3 emerging issues (nutrition, HIV/Aids, gender; markets; IPC; poverty reduction; resilience to climate change) into their annual assessments	14 NVACs integrate at least 4 emerging issues (nutrition, HIV/Aids, gender; markets; IPC; poverty reduction; resilience to climate change) into their annual assessments	

	F1.3) Number of NVACs combining different methodologies and approaches to produce timely comprehensive vulnerability analysis	4 NVACs (Malawi, Zimbabwe, Botswana, Mozambique)	12 NVACs combining different methodologies and approaches to produce timely comprehensive vulnerability analysis by 2021	RVAA Technical Functionality Scorecard	Annually		6 NVACs present progress on integration or innovation or lessons learned	8 NVACs present progress on integration, innovation or lessons learned	10 NVACs present innovations or lessons learned on integration Develop and validate RVAA quality assurance guidance VAA Position Paper on Maximising cost effectiveness produced	12 NVACs present innovations or lessons learned on integration 12 NVACs present on adherence to quality assurance guidance 3 NVACs showcase identified cost effectiveness models	
	F1.4) Number of NVACs producing thematic reports to influence policy and programming	5 NVACs (2 Malawi, 2 Botswana, 1 Mozambique , 1 Namibia, 1 Swaziland, 3 regional)	9 NVACs produce at least 1 thematic report on one of these areas: resilience to climate change, chronic vulnerability, poverty reduction	Thematic Reports	Annually			4 NVACs produce at least one thematic report on one of these areas: resilience to climate change, chronic vulnerability, poverty reduction	7 NVACs produce at least one thematic report on one of these areas: resilience to climate change, chronic vulnerability, poverty reduction	9 NVACs produce at least one thematic report on one of these areas: resilience to climate change, chronic vulnerability, poverty reduction	

Output 2	Output Indicators	Baseline	Target	Means of Verification	Frequency	Milestone 1 (2017)	Milestone 2 (2018)	Milestone 3 (2019)	Milestone 4 (2020)	Milestone 5 (2021)	Assumptions
Relevant technical capacity supported for NVAC & SADC secretariat	G1.1) Percentage of functional NVACs	Will be based on first functionality ranking using RVAA programme scorecards	100% of NVACs functional by 2021	RVAA Technical Functionality Scorecard, Activity and Budget use Tracker	Annually	Technical Capacity Assessment done in 3 countries.	Technical Capacity Assessment completed for 14 NVACs	50% of technical capacity building plan implemented.	14 NVAC capacity building plans are reviewed to ensure that they include advocacy & communication and Information and Data Management	Technical induction manual developed 14 NVACs have been supported to implement their MS specific capacity building plans 14 NVACs disseminate reports and recommendations to inform national policies and planning mechanisms and/ or programmes	Technical support provision is coordinated, synergistic and tailored to specific needs in each MS context. Member States or NVACs communicate their institutionalisation capacity building needs timeously. Member States continue to foster and enable a collaborative environment for technical aspects of VAA. ICPs complement RVAA technical support and finance at Member States' level Capacity strengthening at the individual level is
							Technical capacity building plans developed for 14 NVACs	Organizational capacity assessments for institutionalization completed for NVACs	10 NVACs have been supported to implement develop their MS specific capacity building plans		
						A road map on emerging issues produced	Revised CoE model developed	Regional learning summit held on emerging issues in VAA	14 Member State CoE models developed 1 Regional Member State	Selected activities critical for the implementation of the CoE models supported	

									CoE model developed		complemented by capacity strengthening at the organization and systems levels to ensure sustainability
	G1.2) Key programme functions undertaken by SADC Secretariat staff	TBD	Key programme functions identified and undertaken by SADC Secretariat staff by 2021	Programme reports	Annually	SADC repositions RVAA in DRR unit, with support from other directorates. RVAA Technical Support Team in place	SADC reviews and revises RVAC ToR	Steering Committee approves technical sustainability plan.	SADC Phase out plan developed prioritizing support to enhance SADC Secretariat technical capacity to coordinate the RVAA programme		

	G1.3) Number of relevant and functional Technical Working Groups at national & regional levels	2 (Gender, nutrition, HIV; IPC)	6 (Gender, nutrition, HIV; IPC, Markets & urban; HEA; Communications & Advocacy, Information Management)	Technical Working Groups' Terms of Reference, Membership list, guidelines, mission reports	Quarterly	N/A	N/A	N/A	Schedule of joint service provider & SADC Secretariat missions Review and/or develop Terms of reference and membership for Technical Working Groups Support 4 NVACs to set up Communications & Advocacy TWGs Facilitate development and implementation of TWG work plans	100% of high-level joint service provider & SADC Secretariat missions completed 4 guidelines produced (Urban Assessment, HEA, Communications & Advocacy, Information & Management)	
Output 3	Output Indicators	Baseline	Target	Means of Verification	Frequency	Milestone 1 (2017)	Milestone 2 (2018)	Milestone 3 (2019)	Milestone 4 (2020)	Milestone 5 (2021)	Assumptions

NVAC capacity for policy analysis and advocacy strengthened	H1.1) Number of NVACs supported in policy analysis and advocacy capacity strengthening	0	14 NVACs	Workshop report	Annually	N/A	N/A	N/A	1 regional workshop	1 regional workshop	NVACs have the adaptive capacity to continually adjust their messages and strategies to respond to changes in their context. NVACs provide recommendations and policy options that are technically feasible and consistent with policy maker and public values. Member States remain committed to adhering to regional, continental and international reporting requirements
	H1.2) Number of targeted policy briefs and information products available online for governments, academia, ICPS, NGOs at a national level	TBD	4 targeted policy briefs, 9 information products	Targeted policy briefs, Information products	Quarterly	Regional VAA synthesis report presented to SADC decision-making structures by July 2017	RVAA Communication Strategy developed and approved		RVAA Advocacy & Communication Strategy reviewed and approved	4 targeted policy briefs 9 information products	
								14 NVACs trained on RVAA Advocacy Toolkit	14 NVACs trained on RVAA Advocacy Toolkit		
							At least 1 technical brief produced and disseminated	2 targeted policy briefs 4 information products			

	H1.3) VAA findings and recommendations included in SADC annotated agendas for SADC Senior Officials' meeting, Ministers and Summit	2 annotated agendas in 2017	22 annotated agendas	Annotated agendas	Bi-annual	2 annotated agendas	7 annotated agendas	12 annotated agendas	17 annotated agendas produced for Senior officials committees, SADC committee ministers responsible for agriculture & DRR; Council of Ministers, Summit Heads of State	22 annotated agendas produced for Senior officials committees, SADC committee ministers responsible for agriculture & DRR; Council of Ministers, Summit Heads of State	e.g., SDG, CAADP, RAP, FNSS etc. Member States AND SADC mainstream monitoring and evaluation systems for humanitarian and development policies and programmes. NVACs provide recommendations and policy options that are technically
	H1.4) Number of regional, national, continental and global advocacy networks identified and engaged	2 (Food Security Information Network, RIASCO)	5 networks	Activity and budget use tracker	Quarterly	N/A	N/A	N/A	3 networks identified and engaged	5 networks identified and engaged	feasible and consistent with policy maker and public values. Evidence-based policy and programming

	H1.5) Number of documented case studies on use of assessment reports by governments or ICPs	6 case studies	5 documented case studies on use of assessment reports by governments or ICPs by 2021	Case Studies	Bi-annual	N/A	N/A	N/A	Develop case study guidance	At least 3 NVACs circulate documented case studies on use of assessment reports by governments or ICPs online	<p>remains a priority for MS.</p> <p>SADC Member States continue to prioritise poverty reduction and resilience to climate change.</p> <p>Member States and donors demonstrate willingness to invest in policies and programmes addressing longer term, chronic vulnerabilities.</p> <p>Regional policies and strategies reflecting underlying causes of vulnerability are implemented by national governments.</p> <p>SADC reports against SDG and CAADP indicators.</p>
									At least 2 NVACs circulate documented case studies on use of assessment reports by governments or ICPs online	NVAC value proposition study undertaken for 3 MS	
Output 4	Output Indicators	Baseline	Target	Means of Verification	Frequency	Milestone 1 (2017)	Milestone 2 (2018)	Milestone 3 (2019)	Milestone 4 (2020)	Milestone 5 (2021)	Assumptions

RVAA information products visible, accessible, and influential to policies, strategies, and programmes	I 1.1) Data, information and knowledge management system developed	Will be based on 2019 figures after launch of repository	15% increase from baseline of the number of stakeholders accessing datasets by 2021	Web analytics	Quarterly		At least 5 NVAC datasets created	At least 8 NVAC datasets created	At least 12 NVAC datasets created	At least 14 NVAC datasets created	MS make NVAC data and information regionally and publicly available for research and general use. RVAA Atlas is positioned as the single integrated repository of RVAA knowledge and information management
								Launch of publicly accessible online repository	10% increase in stakeholders accessing NVAC data	15% increase in stakeholders accessing NVAC data	
							RVAA briefing pack developed	Online regional Atlas developed	Online regional Atlas developed	10 NVACs accessing the online regional atlas	
	I1.2) Percentage of Annual Assessment reports, synthesis reports, guidance documents, case studies and thematic reports available online for governments, academia, ICPS, NGOs	73% of Annual Assessment reports produced in 2016	100% of Annual Assessment reports, thematic reports, comparative analysis reports and case studies produced from 2017-2021	NVAC website, RVAA central repository, SADC website, RVAA Uptake Scorecard, Milestone tracker	Monthly /Quarterly	Each NVAC prepares and circulates annual assessment reports to SADC	14 NVACs circulate and disseminate their Annual Assessment reports online	14 NVACs circulate and disseminate their Annual Assessment reports online	All thematic reports, assessment reports, case studies, episode studies, policy briefs, induction pack, guidelines and information products	14 NVACs circulate and disseminate their Annual Assessment reports online	
							1 NVAC comparative analysis report available online	At least 3 NVAC comparative analysis reports available online		All thematic reports, assessment reports, case studies, episode studies, policy	

			available online				4 guidance documents available online	4 thematic reports on one of these areas: climate change, resilience, chronic vulnerability, poverty reduction available online	available online	briefs, induction pack, guidelines and information products available online	
	I1.3) Percentage of downloads of VAA products	Will be based on 2019 figures after launch of repository	20% increase from baseline of downloads of VAA products by 2021	Milestone Tracker, Web analytics	Monthly /Quarterly		Knowledge management reviews conducted	Knowledge management strategy developed	Support 3 NVACs to develop Information & Knowledge management strategies	At least 3 NVACs have working IM strategies	
							5% increase in downloads of VAA products	10% increase in downloads of VAA products	15% increase in downloads of VAA products	20% increase in downloads of VAA products	
Output 5	Output Indicators	Baseline	Target	Means of Verification	Frequency	Milestone 1 (2017)	Milestone 2 (2018)	Milestone 3 (2019)	Milestone 4 (2020)	Milestone 5 (2021)	Assumptions

Regional coordination & leadership strengthened	J1.2) SADC Secretariat has an approved RVAA strategy and phase out plan for post March 2022 transition	0	SADC Council formally ratifies the Secretariat RVAA Phase-out plan	SADC Council Resolution	Annually	N/A	N/A	N/A	SADC Secretariat RVAA institutionalisation strategy approved by SADC RVAA Steering Committee	SADC Council formally ratifies the Secretariat RVAA Phase-out plan	SADC can fund RVAA costs through programme budgets. SADC mainstreams strategy and M&E so that RVAA reporting can influence decisions and revisions.
	J1. 3) Number of approved regional meetings convened by SADC Secretariat	10 Steering Committee Meetings, 20 Regional Vulnerability Assessment Committee meetings	10 Steering Committee Meetings, 10 Regional Vulnerability Assessment Committee meetings, 5 Dissemination Forums and 5 Annual Organizational Meeting by 2021	Meeting reports	Bi-annually		2 Steering Committee meetings	2 Steering Committee meetings	2 Steering Committee meetings	2 Steering Committee meetings	ICPs remain committed to strengthening RVAA products and processes without institutional or methodological biases. RTST communicates planned VAA missions so that RIST can try to coordinate requests for
							2 Regional Vulnerability Assessment Committee meetings	2 Regional Vulnerability Assessment Committee meetings	2 Regional Vulnerability Assessment Committee meetings	2 Regional Vulnerability Assessment Committee meetings	
							1 Dissemination Forum	1 Dissemination Forum	1 Dissemination Forum	1 Dissemination Forum	
							1 Annual Organizational Meeting	1 Annual Organizational Meeting	1 Annual Organizational Meeting	1 Annual Organizational Meeting	

	J1. 4) Number of awareness raising efforts about prevention of sexual exploitation and abuse (PSEA) at national and regional levels	2 regional activities in 2029	1 Regional activities 2 national activities	Activity reports	Bi-annually	N/A	N/A	N/A	1 Regional workshop on PSEA	2 National workshops on PSEA	institutionalisation support. RIST, on request for technical support immediately communicates this with RTST to assess potential to coordinate missions. Member States have a relevant referral mechanism in place.
Output 6	Output Indicators	Baseline	Target	Means of Verification	Frequency	Milestone 1 (2017)	Milestone 2 (2018)	Milestone 3 (2019)	Milestone 4 (2020)	Milestone 5 (2021)	Assumptions
Approved budgets for RVAA phase out plans by MS and SADC Secretariat	K1.1) Number of MS with Phase-out plans including approved organisational sustainability development plans.	0 (2020 baseline)	14 MS with Phase-out plans including approved organisational sustainability development plans	Government approved (MoU's / Charters ratified by relevant executive authority and included in published) phase-out plans.	Bi-annually	N/A	N/A	N/A	At least 5 MS have draft Phase Out Plans including approved organisational sustainability development plans	14 MS with Phase-out plans including approved organisational sustainability development plans	NVACs require and request SADC missions to advocate for increased dedicated human and financial resources ICPs, NGO's and civil society find value in the VAA programme.

	K1.2) Number of MS with Phase-out plans including MoU's and/or Charters confirming resource commitments.	0 (2020 baseline)	14 MS with Phase-out plans including MoU's and/or Charters confirming resource commitments	Government approved (MoU's / Charters ratified by relevant executive authority and included in published) phase-out plans.	Bi-annually	N/A	N/A	N/A	At least 5 MS have draft Phase Out Plans including MoU's and/or Charters confirming resource commitments	14 MS with Phase-out plans including MoU's and/or Charters confirming resource commitments	
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Annex 7. Methodology

7.1 Evaluation criteria

33. The evaluation sought to determine the extent to which the RVAA programme has achieved its key intermediate outcomes of increased legitimacy, credibility, and influence of the RVAA system as well as determine the extent and ways in which the programme has contributed to final outcome of “Institutionalised and sustainable VAA systems that enhance emergency and developmental responses at national and regional levels”.^{8,9} To that end, the evaluation employed seven evaluation criteria of Relevance, Effectiveness, Efficiency, Coherence, Value for Money, Sustainability and Impact. The six evaluation criteria – relevance, coherence, effectiveness, efficiency, impact and sustainability were drawn from OECD¹⁰ while the seventh criterion – value for money was drawn from the Department for International Development (DFID)¹¹ approach to value for money.¹²

34. According to OECD,¹³ relevance relates to whether the intervention is doing the right things while coherence is concerned with how well the interventions fit. Effectiveness focuses on whether the interventions are achieving the intended objectives while efficiency addresses the question of how well the resources are being used. Impact establishes the difference that the intervention has made while sustainability determines the extent to which the benefits will last. DFID¹⁴ uses a 3E framework – economy, efficiency and effectiveness – to track value for money through its results chain (from inputs to outputs, outcomes and impact). Increasingly, it adds equity as a fourth ‘E’, in line with its commitment to ensuring that women and marginalised groups are not left behind.

35. The OECD evaluation criteria are underpinned by two principles that ensures that evaluation is useful and of high quality. First, the criteria should be contextualised to the programme being evaluated and stakeholders involved. Thus, the evaluation questions should inform how the criteria are interpreted and analysed. Second, the use of the criteria depends on the purpose of the evaluation. The criteria should not be applied mechanistically. The criteria should be employed according to the needs of the relevant stakeholders and the context of the evaluation. More or less time and resources may be devoted to the evaluative analysis for each criterion depending on the evaluation purpose. Data availability, resource constraints, timing, and methodological considerations may also influence how (and whether) a particular criterion is covered.

7.2 Evaluation context and focus

36. In line with the above OECD guiding principles, the context and focus of the evaluation was noted. The evaluation is a joint final evaluation of Phase III of the SADC Regional Vulnerability Assessment and Analysis (RVAA) programme (2017-2022). The evaluation covers the period May 2017 to July 2021 and will determine the extent to which the programme has achieved or the likelihood that the programme will achieve the intended results by March 2022. The evaluation is jointly commissioned by a consortium of partners comprising the SADC Secretariat, Foreign Commonwealth Development Office (FCDO), the Swiss Agency for Development and Cooperation (SDC), Landell Mills (LM) and the United Nations World Food Programme (WFP).

37. The goal of the RVAA programme is to support resilient and sustainable rural and urban livelihoods, environments, and institutions in reducing poverty and enhancing well-being in the SADC

⁸ Revised theory of change approved, February 2020.

⁹ Revised Results Framework/logframe, 2020.

¹⁰ OECD Evaluation Criteria, accessed on:

<https://www.oecd.org/dac/evaluation/daccriteriaforevaluatingdevelopmentassistance.htm>

¹¹ On 2 September 2020, the Department for International Development (DFID) and the Foreign and Commonwealth Office became the Foreign, Commonwealth & Development Office (FCDO) of the UK Government.

¹² DFID's approach to value for money in programme and portfolio management 2018, accessed on:

<https://icai.independent.gov.uk/html-version/dfids-approach-to-value-for-money-in-programme-and-portfolio-management/>

¹³ Ibid - OECD Evaluation Criteria.

¹⁴ Ibid - DFID's approach to value for money in programme and portfolio management 2018

Region. It builds on the comprehensive RVAA midterm review conducted in 2019 by assessing all the three programme components of the RVAA programme (i.e., technical capacity, institutionalisation, communication and advocacy) across the 16 member states with a focus on determining the outcomes achieved by the programme including an examination of how and why the programme contributed to observed changes.

38. Phase III of the SADC RVAA programme is in its final year and findings from the evaluation are intended to inform strategic and operational decision making about future programming, implementation modalities, strategic orientations, partnerships, and sustainability. The evaluation will provide an independent assessment of the performance of the RVAA programme, paying attention to its results measured against its objectives.

39. The specific objectives of the evaluation are:

- To provide an objective/impartial assessment of whether planned outputs have been delivered and whether or not the outputs have led and/or contributed to the achievement of the anticipated outcomes.
- To understand the processes/mechanisms by which the programme led to or contributed to outcomes.
- To examine programme achievements, identify reasons why the achievements have been/not been made, identify any broader consequences, positive or negative, intended or unintended, which have occurred as a result of the programme.
- To determine the extent to which the programme implemented the recommendations from the mid-term review.
- To examine progress in terms of sustainability of the RVAA system beyond the current donor funding.
- To provide recommendations on future programming, implementation modalities, strategic orientations, and partnerships. This will include recommendations about how gender equality and empowerment considerations can be mainstreamed in future programming.

40. Thus, the joint evaluation serves with equal weight, the dual and mutually reinforcing objectives of accountability and learning.

- **Accountability** – The evaluation will assess and report on the performance and results of the SADC RVAA programme.
- **Learning** – The evaluation will determine the reasons why certain activities led to certain results or not, to draw lessons, derive good practices and pointers for further learning. It will provide evidence-based findings to inform operational and strategic decision-making about future programming and design of the RVAA system. Findings will be actively disseminated, and lessons will be incorporated into relevant knowledge management systems at regional level and in member states.

7.3 Evaluation questions

41. To achieve the evaluation objectives above, eighteen (18) evaluation questions under the seven (7) evaluation criteria were posed. The evaluation questions addressed are indicated in table 3 below.

Table 3 Criteria and evaluation questions Criteria

Criteria	Evaluation Questions
Relevance	1. Is the RVAA Programme relevant to the needs, priorities and policies of Member States and of SADC across the region?
	2. To what extent is the design of the programme, its components and expected results as outlined in the TOC relevant to the achievement of the stated final outcome”?
	3. Has the RVAA Programme been able to adapt and be responsive to emerging needs and changing contexts?

Criteria	Evaluation Questions
Effectiveness	4. To what extent has the programme achieved the planned outputs and have these led to or likely to lead to achievement of the outcomes of the RVAA Programme?
	5. Has VAA capacity been strengthened and institutionalised?
	6. Is there evidence of increased legitimacy, credibility, and influence of the RVAA Programme at national and regional levels?
	7. To what extent has the programme been responsive to changing operational context including disruption and unexpected shocks? (Conflicts, Covid-19 pandemic etc.)
	8. To what extent did the programme integrate gender in assessments?
Efficiency	9. What internal and external factors enabled or constrained the achievement of programme results?
	10. What are the key achievements and challenges of the technical assistance offered by WFP and Landell Mills?
Value for Money	11. Has RVAA delivered VfM? Elements to consider include economy, efficiency, cost-effectiveness, and equity. What has been achieved at what cost?
Coherence	12. To what extent is the SADC RVAA programme aligned with relevant SADC programmes?
	13. Are there contradictions with national policies that have constrained implementation and achievement of results?
	14. Is there complementarity with the actions of different actors and is there sufficient co-ordination?
Sustainability	15. To what extent have NVACs/VAA been integrated into national systems and processes (administrative, financial structures, planning, information systems etc.)?
	16. How sustainable is the RVAA system beyond the current donor funded cycle?
Impact	17. What are the positive and/or negative, intended and unintended effects of the RVAA programme?
	18. Has the RVAA Programme influenced emergency and developmental policy and programming?

7.4 Programme description and conceptualisation

42. The RVAA programme's key intermediate outcomes are increased **legitimacy, credibility, and influence** of the RVAA system with the anticipated final outcome of institutionalised and sustainable VAA systems that enhance emergency and developmental responses at national and regional levels.¹⁵

43. To ensure conceptual clarity and employ relevant methodology that effectively answers the evaluation questions, phase three (3) of the RVAA programme under evaluation should be understood. Having started in 2017, an evaluability assessment was done in 2018. The Evaluability Assessment Report (2018)¹⁶ recommended strengthening of the coherence of the programme design through greater conceptual clarity about programme components as well as explicit articulation and clarification of linkages and dependencies between different programme components. Furthermore, an explicit articulation of key measures for institutionalisation and sustainability as well as alignment of monitoring and evaluation efforts at different levels was recommended. However, the assessment noted that there were constraints in monitoring and evaluation and resources at national level that hinder the ability of the programme to implement a robust RVAA programme M&E system. The evaluability assessment report recommended a

¹⁵ Ibid – Revised Theory of Change and log frame, 2020.

¹⁶ Evaluability Assessment Report, August 2018.

Mid-Term Review that was conducted in 2019.¹⁷ This resulted in revision and modification of the theory of change and in 2020.¹⁸

44. The first component of the programme, i.e., institutionalisation, as indicated on the TOC, supports NVAC/VAA organisational development to achieve the outputs of increased dedicated human and financial resources for the RVAA programme as well as strengthen resource mobilisation at national and regional levels. This will ensure approved VAA Strategies in NVACs, which will result in achievement of immediate outcomes of the programme, namely that NVACs/VAA be (1) incorporated into government administrative & financial structures, and their (2) mandate, institutional arrangements, and coordination for VAA at regional and national levels be clearly defined. These immediate outcomes will contribute to the intermediate outcome of **increased legitimacy** of the VAA system.

45. The second programme component of technical assistance & support results in the outputs NVAC/VAA approaches and methods being strengthened, harmonised, and integrated as well as strengthening of RVAA strategic partnerships. In addition, relevant technical capacity will be supported for NVAC & SADC secretariat while efforts to ensure VAA cost effectiveness & decentralisation will also be supported. These outputs result in the immediate outcomes (1) predictable, timely and high quality targeted VAA information products, and (2) relevant multisectoral and multi-agency stakeholder participation. These immediate outcomes will result in **increased credibility** of the VAA system.

46. The third component of communications, policy & resource advocacy has outputs (1) data, information and knowledge management system developed, and (2) NVAC capacity for policy analysis and advocacy strengthened. These outputs contribute to several linked immediate outcomes. The first immediate outcome is NVACs that can lobby for inclusion of key FNS indicators in sectoral &/or national development policies & programmes. These lobbying and inclusion processes will result in VAA products visibility as well as VAA products accessibility. This in turn will result in integration of VAA into planning and M&E systems. The second immediate outcome is increased NVAC ability to create, recognise and respond to policy windows, which contributes to increased political will in support of VAA. These immediate outcomes will contribute to the intermediate outcome of **increased influence** of the VAA system.

47. The three described interventions and presented in the RVAA TOC pathways will contribute towards the final outcome of “Institutionalised and sustainable VAA systems that enhance emergency and developmental interventions at national and regional levels”. These interventions and processes are operationalised and facilitated through **regional coordination and leadership**. The final RVAA outcome would in turn contribute to the impact “resilient and sustainable rural and urban livelihoods, environments and institutions reducing poverty and enhancing well-being in the SADC region”.

7.5 Methodological approach

48. Programme evaluations are practical studies conducted in complex interventions and processes in real life. Therefore, evaluations adopt a pragmatic philosophy to social science where different theoretical frameworks and methods are used in combination (i.e., eclectically) to ascertain the extent to which the programme objectives have been achieved. This practice is consistent with Systems Thinking and Practice, which promotes the use of methodological pluralism to measure complexity. Guided by the programme’s theory of change and logframe described above, this evaluation employs a theory-based evaluation to test the causal links and assumptions outlined in the ToC. The evaluation tested the causal pathways and links between activities, outputs, outcome and impact. As such the evaluation determined how the programme has contributed to observed changes in the credibility, legitimacy, and influence of the VAA system at national and regional levels, which contributes to the final outcome of institutionalised and sustainable VAA systems that enhance emergency and developmental responses at national and regional levels. This included the identification and assessment of key contextual factors and risks.

49. Notwithstanding the theoretical eclectic nature of evaluations, the evaluation was informed by a Utilisation-Focused Evaluation (UFE) approach. “UFE does not prescribe any specific content, method, or theory. It is a guiding framework, as opposed to a methodology. UFE can include a wide variety of

¹⁷ Midterm Review of the SADC Regional Vulnerability Assessment and Analysis (RVAA) Programme (2017-2021), May 2017-May 2019, July 2019.

¹⁸ Ibid - Revised Theory of Change and log frame, 2020

evaluation methods within an overall participatory paradigm” (Ricardo Ramírez and Dal Brodhead, 2013).¹⁹ Thus, UFE is not necessarily a theoretical framework but an approach to doing an evaluation. It (UFE) has two essential elements. Firstly, the primary intended users of the evaluation must be clearly identified and personally engaged at the beginning of, and throughout the evaluation process to ensure that their primary intended uses can be identified. Secondly, evaluators must ensure that these intended uses of the evaluation by the primary intended users guide all other decisions that are made about the evaluation process. UFE is based on the principle that an evaluation should be judged according to how useful it is. UFEs should be planned and implemented in a way that increases the likelihood of the findings being used. This entails identifying the primary users of an evaluation and ensuring that they are engaged in decision-making throughout the process.

50. This RVAA evaluation aims at accountability (results achievement) and learning; hence the evaluation had to be meaningful and utilisable in that regard. This mitigated limitations to the evaluation’s validity and reliability.²⁰ In practice, the adoption of UFE nonlinear step process guides and provides flexibility in purpose (formative, summative, developmental) and focus (processes, outcomes, impacts, cost-benefit, among many possibilities). Accordingly, UFE was a suitable broad guiding framework that was applied to the evaluation.²¹

51. UFE has seventeen (17) steps that serve as a checklist for the processes to be followed during an evaluation.²² Far from being independent and disconnected from each other, the steps are interconnected and build into each other. Thus, for this evaluation, the 17 steps were automatically built into the consultative processes in the development of the inception report, data collection feedback, findings dissemination, and validation processes that were followed in this evaluation. For instance, the evaluation team (ET) conducted numerous meetings with WFP and the Joint Evaluation Management Group (JEMG) to input on the evaluation inception report. There was periodic feedback to JEMG during data collection through weekly updates, and other processes. The JEMG comprises representatives from the commissioning entities, with the lead management role being delegated to WFP. The Evaluation Reference Group (ERG), which was a temporary mechanism established to facilitate stakeholder’s systematic engagement in the evaluation process also made input into the evaluation process. These consultations enabled the stakeholders who will use the evaluation to participate and inform it thereby fostering ownership when finalized. Thus, consistent with UFE, the RVAA programme stakeholders and their different interests and intended evaluation uses were considered throughout the evaluation process. The stakeholders were engaged throughout the evaluation process.

52. The evaluation employed a mixed method approach. A mixed method is a methodology for conducting evaluations that involves collecting, analysing and integrating quantitative (e.g., surveys) and qualitative (e.g., focus groups, interviews) data.²³ This approach to an evaluation is used when this integration provides a better understanding of the issue than either of each alone. By integrating both quantitative and qualitative data, the evaluator gains in breadth and depth understanding and corroboration, while offsetting the weaknesses inherent in using a single approach. One of the most advantageous characteristics of conducting mixed methods evaluation is the possibility of triangulation, i.e., the use of several means (methods and data sources) to examine the same phenomenon, and cross validation of data. Triangulation allows one to identify aspects of a phenomenon more accurately by approaching it from different vantage points using different methods and techniques. Accordingly, for this evaluation, mixed methods (qualitative and quantitative) were used.

¹⁹ Ricardo Ramírez and Dal Brodhead, 2013, Utilization Focused Evaluation A primer for evaluators, accessed on: <https://evaluationinpractice.files.wordpress.com/2013/04/ufeenglishprimer.pdf>

²⁰ This approach of involving the intended users of the evaluations from inception in design development draws parallels with other evaluation approaches such as QuIP. Indeed, the study will adopt elements of the QuIP open-ended questioning techniques based on the ToC outcome domains to findings that can point to program results or not.

²¹ See Utilization-Focused Evaluation steps (https://www.betterevaluation.org/en/plan/approach/utilization_focused_evaluation)

²² Utilization-Focused Evaluation (U-FE) Checklist | Better Evaluation

²³ Jennifer Wisdom, Ph.D., and John W Creswell, 2013, Mixed Methods: Integrating Quantitative and Qualitative Data Collection and Analysis While Studying Patient-Centered Medical Home Models, <https://pcmh.ahrq.gov/page/mixed-methods-integrating-quantitative-and-qualitative-data-collection-and-analysis-while>

53. The mixed method approach entailed implementing qualitative and quantitative components concurrently with the same stakeholder groups. This ensured validation of findings using quantitative and qualitative data sources. This mixed method design approach is called a convergent design.²⁴ It compares findings from qualitative and quantitative data sources. It involves collecting both types of data at roughly the same time; assessing information using parallel constructs for both types of data; separately analysing both types of data; and comparing results through procedures such as a side-by-side comparison in a discussion, transforming the qualitative data set into quantitative scores, or jointly displaying both forms of data. Thus, the gathered qualitative data was used to assess the personal experiences of programme participants while also gathered data from survey instruments measured the quality of the programme. Programme quality was measured through measuring programme effectiveness and efficiency. These two types of data provided validation for each other and created a solid foundation for drawing conclusions about RVAA accountability and drawing lessons for future programming.

54. An evaluation matrix to guide the evaluation that clearly links the evaluation questions, sub-questions, data collection methods, data sources and data analysis to be employed was used to guide the evaluation process.

55. Data was collected from all the 16 member states. Due to Covid-19 restrictions, the evaluation team conducted the primary evaluation data virtually. The countries where respective evaluation team members collected primary data is indicated in table 4 below.

Table 4: Member States where respective evaluation teams collected primary data

Evaluation Team Member	Member State
Vhumani Magezi	Lesotho, South Africa and Comoros
Carla Do Santos	Angola, Democratic Republic of Congo, Madagascar and Mozambique
Manasa Dzirikure	Botswana, Namibia, and Zimbabwe
Elizabeth Manda	Malawi, Seychelles, and Zambia
Robert Mbori	eSwatini, Mauritius and United Republic of Tanzania

7.6 Data collection methods

56. Quantitative data was collected using a quantitative survey that was completed by NVAC members and selected NVAC product users including policy makers within MS. Qualitative data was collected using virtual in-depth interviews with key informants and focus group discussions (FGDs) as well as through review of relevant programme documents and relevant policy and strategy documents. Interview and FGDs tools that encourage participants to speak out were developed to ensure maximum participation of respondents (see annex for data collection instruments).

7.6.1 Qualitative data

57. Secondary data from documents was drawn from the RVAA Monitoring and Evaluation Framework, programme data from Member States, RVAA Activity Trackers, RVAA Functionality Scorecards, RVAA Institutionalisation Index and annual programme performance reports. Further to the above data sources, several studies have been conducted that formed important information source for the evaluation including the Evaluability Assessment (2018), VAA Opportunity Mapping (2020), Annual Review (2020), RVAA Strategic Plan (2017-2021), RVAA MTR (2019), Institutionalisation Report (2021), Communication and Advocacy Strategy (2021-2025), Harmonised Vulnerability Assessments (2020/2021), Covid-19 Study (2020). Other documents reviewed include SADC RVAA 2017-2022 Strategy, WFP Funding Proposal, RVAA revised

²⁴ Ibid

TOC and logframe (approved in February 2020), Annual Vulnerability Assessments, Regional synthesis reports, and information & communication documents.

58. Qualitative primary data was gathered through observations and KIIs. The evaluation team observed assessment processes at different stages in selected MS and observed key regional programme activities as indicated below.

- **Two** ET members observed NVAC process in **Zimbabwe** (ZIMVAC validation and dissemination process) – 31 May – 4 June 2021
- **One** ET (Elizabeth Manda) observed **Malawi** data analysis on 31 July 2021.
- **All ET** members observed the RVAA **dissemination on 6-10** July 2021 where (a) MS made presentations, (b) RVAA team gave updates, (c) the TWG made presentations, and (d) ATLA information and data storage was launched.

7.6.2 Qualitative sampling and inclusion of KII participants

59. A qualitative respondents' sample of the RVAA programme was drawn purposively and through snowballing based on the individual's knowledge, experience, and participation in the programme. This ensured that the respondents provided relevant, useful, and insightful responses to the evaluation questions.

60. A sample of 97 KIIs was purposively drawn to conduct KIIs. The sampling was inclusive of women to ensure gender representation and participation in the data collection process. Of these 102 KI respondents, 51.5 were women and 47.5 were men.

61. The KIIs were conducted with representatives from eleven (12) categories of stakeholders at regional and MS levels. Eight (8) stakeholder categories at RVAA regional level (i.e., Steering Committee (STEERCOM), SADC Secretariat, RVAC, RVAA Programme Management Committee [MANCO], Regional International Cooperating Partners [ICPs], Service Providers [WFP and Landell Mills], and Donors), and four (4) stakeholder categories (i.e. National Vulnerability Assessment Committee [NVAC], SADC Member States (MS) policy makers, users of NVAC products, and International Cooperating Partners [ICPs] in MS) have been identified to draw representatives for interviewing.

62. From the selected purposive sample of NVAC Chairpersons or NVAC Focal Persons, an additional sample of NVAC product users was drawn through snowballing. *Snowball sampling* is where evaluation participants recruited other participants who were deemed essential stakeholders and users of VAA information. Snowballing is used where potential participants are hard to find.²⁵ The snowball sample was drawn from users of NVAC products such as government departments, international organisations, and NGOs. To mitigate against biased recruitment during snowballing, the evaluators determined who should be interviewed next not just based on those recommended by an interviewee but also those inferred to be relevant based on the answers the interviewed provided.

63. Different qualitative data collection instruments were developed to collect data from each category of respondents (see annex for different qualitative data collection instruments).

7.6.3 Qualitative Impact Protocol (QUIP) approach in data gathering and processing

64. To ensure comprehensive collection of evaluation data that enables the ET team to determine impact of the RVAA programme, a tool that is adapted to Qualitative Impact Protocol (QUIP)²⁶ was developed (see annex). The tool was used as hybrid together with other tools. The hybrid administration of the tools entailed that the QUIP adapted tool was used as the interview guide in three countries that were selected for QUIP focused data collection (i.e., Lesotho, Mozambique and Zimbabwe) while the other tools were used in the other thirteen countries. A QUIP approach to impact evaluation in development settings is used to assesses whether the programme achieved what it intended to achieve and aims to 'explain variation in the wellbeing of intended beneficiaries, rather than quantifying average effects.' QUIP focuses explicitly on causal attribution drawing on beneficiary narrative reports analysed 'in relation to project

²⁵ Snowball Sampling: Definition, advantages and disadvantages, accessed on: <https://www.statisticshowto.com>,

²⁶ [Evaluating social and development interventions using the Qualitative Impact ProToCol \(QUIP\) \(bath.ac.uk\)](https://www.bath.ac.uk/projects/evaluating-social-and-development-interventions-using-the-qualitative-impact-proToCol-quip/), <https://www.bath.ac.uk/projects/evaluating-social-and-development-interventions-using-the-qualitative-impact-proToCol-quip/>

theory and context (obtained mainly from project staff).²⁷ QuIP reveals variations in programme effectiveness across intended beneficiaries, ending up with net-effects rather than identifying different effects for different subgroups.

65. QuIP avoids overambitious claims by concentrating on the causal attribution, rather than claiming to be an all-encompassing evaluation approach. Because of this approach, QuIP is easily integrated with other methodologies particularly where there is need to strengthen the understanding of causal claims. QuIP applies a modified version of blinding and double blinding that is common in experimental research. ‘Blindfolding’ field evaluators’ means restricting their knowledge of the programmes or interventions that are being evaluated; and separating the roles of those responsible for data analysis and data collection. Combined with semi-structured interviews that focus more on beneficiary reports of change rather than on their awareness of projects and programmes, QuIP goes further than most evaluations to ensure the impartiality and reliability of evaluation findings.

66. Since QuIP is a special approach to assessing changes that have occurred to beneficiaries and the causal link between those changes and the subject of evaluation, NVACs and their members and policy makers were taken to be the key beneficiaries. Therefore, assessment was done using QuIP to ascertain the causal links and impact of the RVAA interventions. QuIP was used to assess the resultant effects of the RVAA activities and processes that lead to legitimacy, credibility, and influence as well as the resultant final outcome of institutionalised and sustainable VAA systems that enhance emergency and developmental responses at national and regional levels. Thus, the causal links between activities/interventions (technical support, institutionalisation, and communication and advocacy) and effect on legitimacy, credibility, and influence resulting in the final outcome stated above were assessed.

67. The QuIP approach was used in three MS namely Lesotho, Mozambique, and Zimbabwe. QuIP is a specialized approach to data collection. The ET had a QuIP specialist who trained the other team members collecting data in the three QuIP MS. The selected three QuIP MS had self-assessed institutionalisation score that was above 5 out of 10, i.e., Zimbabwe (7.58) – which is the highest score and Lesotho (6.28) except Mozambique that is yet to submit its scoring. However, Mozambique has one of the oldest NVACs and represents Lusophone countries. Furthermore, Mozambique is prone to disasters and Humanitarian emergencies, hence, it’s critical to assess how the RVAA has made an impact. The KIIs listed in the table below from the three QuIP selected MS were interviewed using a QuIP approach by the ET.

68. While one of the tenets of QuIP is double blindfolding of interviewers and interviewees to counter biases, the ET modified the approach to suit the evaluation context. Hence party was blindfolded. This was due to the practicability of gaining access to respondents (who are institutional representatives). Further still, there was no obvious incentive for the interviewee, as an institutional representative to respond in a manner as to please the interviewer (project confirmation bias). A none blindfolding approach for both on a virtual platform created a more equal footing that fostered rapport. The ET comprised experienced interviewers effectively managed the QuIP interview process by systematically following up and probing issues to determine causal attributions.

69. The list of KIIs from the stakeholder categories and justification for their inclusion is indicated in table 5 below. For list of respondents per MS see the annex 10.

Table 5: Key Informant Interview Sample

Level	Category of KII respondents	KII Respondent	Number of respondents	Role/stake in programme
Regional	Steering Committee Members	1 x Steering Committee member per MS	14	The RVAA STEERCOM is the supervisory authority of the programme, and it provides high-level oversight, guidance and strategic direction to RVAA programme work.

²⁷ James Copestake, Fiona Remnant and Marlies Morsink, 2019, “Introducing the causal attribution challenge and the QuIP”, in *Attributing Development Impact*, Practical Action Publishing Ltd 27a Albert Street, Rugby, Warwickshire, CV21 2SG, UK, pp. Pp. xiii.

Level	Category of KII respondents	KII Respondent	Number of respondents	Role/stake in programme
	SADC Secretariat	1 x SADC DRR Unit staff	3	The SADC Secretariat is responsible for oversight of programme quality and is the custodian of the RVAA Monitoring and Evaluation Framework.
		1 x SADC FNR Unit	2	
	RVAC	1 x NVAC Chairpersons from MS	These will be interviewed in their double role as NVAC Chairpersons	The RVAC is responsible for technical co-ordination of VAA programme activities and advises the programme Steering Committee on technical and strategic issues.
	International Cooperating Partners (ICPs)	1 x Representative from each ICP [i.e., FAO, WFP, ARC, UNICEF, OCHA, OXFAM, World Vision and FEWSNET]	7	ICPs are key partners for the implementation of the RVAA programme. They bring complementary support to the programme and have an interest in ensuring that the VAA processes are robust and relevant to the needs of the region.
	Service Providers	WFP – Technical Services (2 x WFP [1 WFP Regional & 1 RTST])	5	Two service providers have been appointed to support the implementation of the RVAA programme, namely The United Nations World Food Programme (WFP) – responsible for technical assistance service provision and Landell Mills responsible for institutionalisation service provision (ISP).
		1 x Institutionalisation Services – Landell Mills	2	
	Donors	1 x Foreign, Commonwealth and Development Office representatives	1	The RVAA programme is jointly funded by the UK Foreign Commonwealth Development Office (FCDO) and the Swiss Agency for Development and Cooperation (SDC).
		1x Swiss Agency for Development and Cooperation representatives	1	

Level	Category of KII respondents	KII Respondent	Number of respondents	Role/stake in programme
National Level	NVAC Chairpersons	1 x NVAC Chairperson from each MS	14	NVAC Chairpersons are responsible for chairing (leading) NVACs, which are inter-agency, multi-sectoral committees that carry out annual VAA and are established under the leadership of national governments in MS. NVACs are responsible for the planning and implementation of VAA processes at country level.
	Technical People	1 x NVAC Technical people (NVAC M&E focal points, IM focal points, and Communications focal points)	14	Technical Leads are NVAC members responsible for leading VAA themes.
	Key Government Ministries active in NAC	2 Government Ministry representatives in 14 MS with NVAC	28	The key Government Leaders are responsible for policy formulation using NVAC reports.
	Snowballed women participants in 14 MS with NVAC	1 x Snowballed women participants in 14 MS with NVAC	9	Snowballed women participants in 14 MS with NVAC.
Total			100	

7.6.4 Administration of qualitative data collection during Covid-19

70. Due to Covid-19 travel and social interaction restrictions, the ET employed the following approaches: (1) conducting interviews virtually using the following platforms - telephonic calls, WhatsApp calls, Zoom, Microsoft Teams, and any other platform that was preferred by the respondent; (2) sharing data collection tool with the KI through e-mail for completion and then follow up on the completed responses through virtual detailed discussion. The evaluation team was aware that in-depth information is required from KIs, and it's collected through probing. Therefore, where KIs completed the tools on their own without anyone probing, it was going to be difficult to obtain the required information. To mitigate this problem, the KII guides were detailed in such a way that probing was directly built in the data collection tool, which made follow up probing through virtual discussion richer.

7.6.5 Quantitative data

71. The quantitative sample was drawn from the NVAC members and some users of the VAA information. The NVAC members who were not part of the KIs were targeted with the quantitative tool (survey). KIs were held with the NVAC members indicated in table 3 above while the rest of the NVAC members were reached through the survey. In addition to the NVAC members, the survey was completed by at least 10 users of VAA information who are not members of NVAC including policy makers, international organisations, and NGOs. These users were identified through snowballing by NVAC Chairpersons of NVAC or Focal Persons. The NVAC Chairpersons distributed the survey to the NVAC members and provided the contact details of the users to the Evaluation Team member responsible for the country to also distribute the survey instrument. Yamane (1967) simplified formula for proportions was used to guide the approximate sample size i.e., $n = N/1+Ne^2$. Where n= corrected sample size, N =

population size, and e = Margin of error (MoE), $e = 0.05$ based on the research condition. Taking an approximate number of twenty (20) NVAC members and five (10) users of VAA information per MS, the survey targeted 420 respondents from the 14 NVAC in SADC MS (i.e., 14 MS with NVACs - [excluding Comoros and Seychelles] x 30 participants [20V NVAC members +10 users per MS]). Due to the small size of the sample, exhaustive sampling was done.

72. The quantitative survey was administered electronically online using google forms.

73. The survey was administered online through Google forms. The online link to the survey was sent to NVAC chairpersons and the NVAC Secretariat members to share with all NVAC members who are not on the KII list. The contacts details of NVAC members were also shared with ET members to also share the survey link. The link was also made compatible with Smartphones so that respondents could complete the surveys on their phones. The ET give weekly feedback to the JEMG regarding the online survey uptake. Due to low response rate, the cut-off date was extended by a week from initial 7 days to 14 days.

7.7 Data analysis

74. The evaluation sought to determine the extent to which the RVAA programme has achieved its key outcomes. In this regard the evaluation aimed to answer the posed the key evaluation questions. The detailed presentation of how each evaluation question was answered is presented in the evaluation matrix.

7.7.1 Qualitative data analysis

75. The collected qualitative data was coded and analysed using a thematic approach. The analysis themes were generated from the evaluation purpose, objectives, and questions to be answered, which functioned as the priori codes (**deductive** codes). Under each broad thematic category, sub-themes were developed **inductively** to compile lessons learnt and emerging issues, and to draw some recommendations.

76. The QuIP data was specifically used probe the causal links between activities/interventions (technical support, institutionalisation, and communication and advocacy) and effect on legitimacy, credibility, and influence to result in institutionalised and sustainable VAA systems that enhance emergency and developmental responses at national and regional levels.

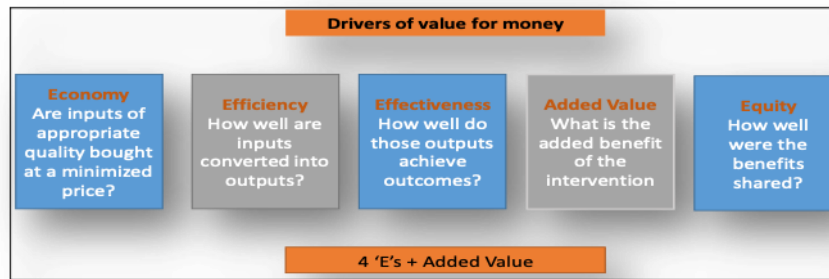
In conducting the analysis, special attention was paid to women perspectives during data analysis to ensure their experiences, voices and issues were fairly represented.

7.7.2 Value for money analysis

77. Value for Money (VfM) as defined by FCDO is about maximising the impact of each pound spent to improve poor people's lives. VfM does not mean doing the cheapest things, but rather getting better at understanding what is driving costs and make sure that the programme gets the desired quality at the lowest price.²⁸ The logic map for assessing value for money presented below (figure 4) was used as the VfM analytic framework. It demonstrates that value for money is primarily driven by four 'E's which are: how **economical** was the purchase of inputs; how **efficiently** those inputs were converted into outputs; how **effectively** those outputs achieved outcomes; and were there equity considerations in benefits sharing.

²⁸ What do we mean by Value for Money (VfM)?, accessed on: https://www.ukaiddirect.org/wp-content/uploads/2016/10/Value-for-money-guidance_UK-Aid-Direct_August-2019-1.pdf

Figure 3: Drivers for Value for Money



Source: Modified from [nao.org.uk](https://www.nao.org.uk), and FCDO Guidelines on Assessing value for money²⁹

78. Based on the logic map for value for money framework, the assessment of value for money used five criteria which are in relation to spending i.e., the optimal use of resources to achieve the intended outcomes.

- **Economy:** Examines minimization of the cost of programme resources used or required (inputs) – **spending less.**
- **Efficiency:** Examines the relationship between outputs and the resources to produce them – **spending well** i.e., spending within the budget and delivering outputs on time, adequacy of management structures and project personnel, and delivery modalities.
- **Effectiveness:** Examines the relationship between achievement of RVAA programme objectives and the intended and actual results/impacts of RVAA programme (outcomes) –**spending wisely.**
- **Equity:** examines awareness of benefits and services of RVAA to member states and sharing of benefits including application of the use of the principle of leave no one behind and the rights-based approaches.
- In addition to the 4 Es framework, the evaluation also considered **Value Added**, which assesses whether the RVAA program has brought additional benefits to the member states.

79. The additional benefits to be assessed will mainly be around the generated information on causes of chronic food insecurity and vulnerability and its use in the formulation of new development programs to address poverty and food insecurity. Key important information to be examined include information on gender, HIV/AIDs; urban vulnerability, nutrition and chronic poverty; and environmental information (climate change); and any other identified value-added benefits.

7.8 Ethical issues and related safeguards

7.8.1 Independency, credibility and triangulation in qualitative data analysis

80. The evaluation provided an independent assessment of the performance of the RVAA programme, paying attention to its results measured against its objectives. Credibility in qualitative data analysis was ensured through the following ways (1) triangulation of data from different sources, (2) constant comparison of data from the different respondents and data collection methods/approaches thereby making an objective decision and (3) providing verbatim quotes of respondents. (4) Different analytical frameworks were used in an integrated manner to ensure objectivity and credibility. For instance, logframe and theory of change analysis was done using causal link data and information from QuIP interviews to gain detailed insight to derive lessons.

7.8.2 Quantitative data analysis

²⁹ Assessing value for money, accessed on: <https://www.nao.org.uk/successful-commissioning/general-principles/value-for-money/assessing-value-for-money/>

81. The completed questionnaires were captured in real time through Google forms. The captured survey data was exported excel and analysed using The Statistical Package for Social Sciences (SPSS). SPSS was appropriate to analyse the collected data, given its versatility as well as considering the nature of the data that was collected.

7.8.3 Ethical considerations

82. The evaluation conformed to the 2020 United Nations Evaluation Group (UNEG) Ethical Guidelines. The Team Leader (Prof Vhumani Magezi) safeguarded and ensured ethical data collection and processing at all stages of the evaluation cycle through constantly checking on team members and holding frequent meetings to ensure compliance to the evaluation protocol. The ethical procedures that were upheld included, but is not limited only to, ensuring informed consent, protecting privacy, confidentiality, and anonymity of participants, ensuring cultural sensitivity, respecting the autonomy of participants, ensuring fair recruitment of participants³⁰ and ensuring that the evaluation resulted in no harm to participants or their institutions. During the inception phase the ethical issues, related risks, safeguards, and measures listed below were considered and were adhered to during the evaluation (see Table 6 below).

Table 6: Ethical considerations, risks and safeguards that were observed

Phases	Ethical issues	Risks	Safeguards employed
Inception	-	-	-
Data collection	The interviews may take a long time beyond the respondents' concentration span.	The participant being interviewed may be fatigued.	The respondents were informed in advance about the length of the interviews. The ET also summarised questions to shorted interview sessions.
Data analysis	Findings and outcomes of the evaluation should be concerned with poor, vulnerable and less powerful stakeholders than with the powerful and influential donors and technical partners.	The project design is such that much work is to influence processes at regional, national and institutional level and not direct interface with communities. There is a risk that the evaluation will be influenced by the voices of experts, managers, and administrators than the needs of vulnerable communities and households. Thus, the ET's conclusions overly influenced by the needs of few powerful /influential stakeholders such as the donors, UN and technical support partners.	The evaluation clearly defined stakeholders by their interests, roles and responsibilities in the VAA programme and the outcomes of the evaluation process. The ET then drew on triangulation of different stakeholders' responses. The evaluation made conclusions related to the extent to which the programme achieved its final outcome, which relates to emergency and development interventions which are linked to poor and vulnerable.
Reporting	The report may highlight sensitive information that	The dissatisfied and concerned stakeholders	All information provided in report and comments made is supported by evidence to ensure the relevant

³⁰ Socially excluded groups in this context refer to those who may be sidelined from active participation

	may be uncomfortable to some stakeholders.	may disown or refuse to accept the report.	stakeholders' concern are addressed.
Dissemination	Sharing and usability of findings and recommendations to all stakeholders including at community and households' levels	Report will be disseminated and considered for use by donors, NGOs and Government and not reach communities and households especially reaching out to women and youth.	ET made recommendations on the distribution of the report to different stakeholders who will be identified during the evaluation.

7.9 Risks and assumptions

83. There could also be an inclination to derive context specific findings and recommendations. The Evaluation Team adopted cross cutting issues commonly affecting a set minimum number of member states (at least 3), and these were considered as regional issues of concern or practice. There was also a need for the evaluation process to be mindful of different dimensions of regional programming such as:

- a. Multiple programme support wherein different countries are supported to implement different issues while benefiting from a single source of funding and coordination mechanism
- b. Regional (harmonisation) wherein different countries come together for the purpose of a common community and shared challenges, vision and values such as is SADC
- c. Regional multi-country and similar framework of specific thematic issues being addressed but using different methods
- d. A blend of two or all of the above.

84. The evaluation focused on both country specific needs and approaches as well as common needs and approaches placing emphasis on interlinkages, and common orientation of responses across countries.

7.10 Quality assurance

85. WFP has developed a Decentralised Evaluation Quality Assurance System (DEQAS) based on the UNEG norms and standards and good practice of the international evaluation community (the Active Learning Network for Accountability and Performance (ALNAP) and the Development Assistance Commission (DAC)). It sets out process maps with in-built steps for quality assurance and templates for evaluation products. It also includes checklists for feedback on quality for each of the evaluation products. DEQAS was systematically applied during this evaluation and relevant documents have been provided to the evaluation team.

86. The evaluation was conducted by a team of independent and experienced evaluators who have no conflicts of interest. A communication and knowledge management plan were developed and is in place.

87. The evaluation methodology employed was mixed method, which enabled the evaluators to cross check information for accuracy as well as confirm findings using multiple sources. Credibility in qualitative data analysis was ensured through triangulation and constant comparison of data from the different respondents thereby making an objective decision and providing verbatim quotes of respondents. The data collection instruments were pre-tested through a 'dry-run' exercise by the ET to make sure they collect correct data. All team members were trained to effectively use the evaluation tools. Standard Operating Procedures (SOP) were developed by the team to ensure standardization of evaluation processes among team members. Different analytical frameworks were used to ensure objectivity and credibility. The collected data was checked for consistency through employing approaches such as negative cases.

Annex 8. Evaluation Matrix

Evaluation Question				Criteria	
1. Is the RVAA Programme relevant to the needs, priorities and policies of Member States and of SADC across the region?				Relevance	
Sub questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	Availability and reliability of evidence
1.1 Was the design of the RVAA programme informed by an assessment of SADC and MS needs, taking into account gender differences in needs? To what extent did stakeholders both females and males participate in programme formulation?	Stakeholder perceptions regarding the degree to which the needs of different actors were identified appropriately. Stakeholder consultations during formulation	Document Review ³¹ KIIs FGD	Programme documentation Program formulation documents/reports NVAC Chairs SADC Secretariat	Qualitative analysis	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
1.2 To what extent did the design of the RVAA programme consider the available capacities?	Stakeholder perceptions regarding the extent to which the design considered MS capacities Consultations with SADC secretariat and member	KIIs Survey	NVAC Chairs NVAC members Program formulation documents	Qualitative analysis Quantitative data analysis	

³¹ Document review refers to any of the following and more: Programme strategic and implementation plans; progress reports; monitoring and evaluation and review reports; Synthesis Reports & NVAC Reports; policy and technical review meetings reports; media briefs; SADC policies, strategies, RVAA programme strategy (Regional Agriculture Policy (RAP), Food and Nutrition Security Strategy (FNSS), Regional Indicative Strategic Development Plan (RISDP), SADC Gender Responsive DRR Strategic Plan and Action Plan-February 2020³¹, etc)

	states during formulation on issues of financial and human resource capacities	Desk review			
2 To what extent is the design of the programme, its components and expected results as outlined in the TOC relevant to the achievement of the stated final outcome				Relevance	
Sub-questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	
2.1 Have stakeholders' needs been clearly articulated in the programme's objectives and considered in the programme design?	Alignment of stakeholder including Member States needs and programme priorities	Qualitative KIIs; Desk Review	NVACs M&E Donors WFP /LM SADC Secretariat Government sectors /NGOs (non NVAC members)	Qualitative analysis – comparison of programme design /output and outcomes against stakeholders' needs	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
2.2 Are there gaps in the programme design?	Logical and causal alignment of inputs, outputs, immediate and intermediate outcomes to the final outcome Cited instances where inputs have not been converted to outputs and outcomes Reported changes in capacity to meet stakeholder's information needs		Programme plans, progress and review reports; monitoring and evaluation reports		All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
2.3 Is there synergy between the RVAA theory of change and	Perceptions and evidence cited by respondents on				All documents & respondents identified are credible and

the programme strategies and interventions?	positive or negative changes in quality of VAA				reliable sources relating to the RVAA programme.
2.4 What were the assumptions of the project and did the assumptions hold during the implementation of the project			Progress reports; monitoring and evaluation and review reports	Qualitative analysis	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
3. Has the RVAA Programme been able to adapt and be responsive to emerging needs and changing contexts?				Relevance	
Sub questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	
3.1 Are there any emerging issues that have been integrated in annual VAA studies?	Number of NVACs integrating emerging issues into their annual assessments Revised log frame Revised theory of change	Quantitative survey Document review Qualitative (KIIs); FGD	NVAC chair; NVAC technical lead Programme Progress reports; monitoring and evaluation and review reports; Synthesis; NVAC Reports	Qualitative analysis and verification of emerging issues that have been integrated and implications on the programme design, scope, capacities, etc.	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.

3.2 Are there emerging issues that have not been integrated in annual VAA studies?		Quantitative survey Document review Qualitative (KIIs)	NVAC chair NVAC technical lead Programme Progress reports; monitoring and evaluation and review reports; Synthesis; NVAC Reports NVAC emergency focal persons	Qualitative analysis and verification of opportunities lost and implications on the capacity of the programme to achieve outcomes.	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
4. To what extent has the programme achieved the planned outputs and have these led to or likely to lead to achievement of the outcomes of the RVAA Programme?				Effectiveness	
Sub-questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	
4.1 To what extent have planned outputs been delivered or not delivered?	# of planned programme outputs that have been delivered	KIIs; Document review; survey; FGD Quantitative; Qualitative	NVAC chair; NVAC M&E representative; NVAC Sector representative;	Comparative analysis of planned outputs against verified deliverables	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
4.2 What are the reasons why some planned outputs have not been delivered?	# of planned programme outputs that have not been delivered and the reasons for non-delivery	KIIs; Document review; survey; FGD	Progress reports against planned outputs	Induction (drawing on new perspectives raised by respondents) and deduction	
4.3 In what ways have the outputs led to the achievement or not of the anticipated outcomes?	Reasons cited for non-delivery of planned outputs	Quantitative; Qualitative	Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	(drawing on existing plans and progress reports) into reasons for non-delivery	
4.4 What are the reasons why some outputs did not lead to	Evidence of contributions of each output to the delivery of anticipated outcomes	KIIs; Document review; survey; FGD		Comparative analysis of causal link between	

achievement of anticipated outcomes?	Reasons why some outputs did not lead to anticipated outcomes	Quantitative; Qualitative KIIs; Document review; survey; FGD Quantitative; Qualitative		planned outputs and verified outcomes	
4.5 Extent to which VAA is decentralised in different MS	VAA Decentralisation Score (II) Nature of decentralisation in different MS Perceptions of relevance, utility and progress of decentralisation by NVAC members	Qualitative: KII; FGD Document review	Qualitative: KII Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Comparative qualitative description of responses against the programme Decentralisation Score	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
4.6 Is there a regional harmonised RVAA framework to which NVACs can refer? And if there is, to what extent are NVACs adhering to it?"	Number of NVACs adhering to the RVAA harmonised Framework	Qualitative (KIIs) Document review	SADC Secretariat Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports NVAC /RVAC chairpersons	Confirmation of existence of a RVAA harmonisation framework document and Member States harmonised reporting mechanism	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
4.7 How many VAA assessment reports have been produced by the SADC Secretariat/ Member States	# of Member States submitting NVAA reports to the SADC Secretariat since 2017	KII Document review Survey questionnaire		Verification and simple count of reports submitted and included in the	All documents & respondents identified are credible and

and submitted to the SADC Secretariat for the synthesised report since 2017?	# of RVAA synthesised reports produced since 2017			regional synthesised reports	reliable sources relating to the RVAA programme.
4.8 To what extent do NVAA reports fulfil the SADC (regional) harmonisation requirements for VAAs?"	# of NVAA reports for each Member State meeting regional SADC standards	KIIs; Document review	SADC Secretariat NVAC /RVAC chairpersons WFP; LM Programme Progress reports; monitoring and evaluation and review reports; Synthesis; NVAC Reports	Verification and comparison of NVAA presentation against the RVAA standards	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
4.9 In what ways has the SADC Secretariat, or RVAC or NVACs engaged with networks on VAA at national, regional, continental or global levels?	Number of regional, national, continental and global advocacy networks identified and engaged	Qualitative: KII; FGD Document review	SADC Secretariat, RVAC, NVACs WFP	Qualitative analysis of responses and confirmation of engagement of networks	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.

4.10 Are there any documented practices or case studies available at national or regional level on how VAA reports have been used by Governments, ICPs or other stakeholders? Please specify	Number of documented case studies on use of assessment reports by governments or ICPs	Qualitative: KII FGD Document review	RVAC NVACs WFP VAA Donors	Confirmation of existence of case studies and their relevance	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
4.11 In what ways has the programme brought about capacity changes for NVACs since 2017 4.12 What are the capacity gaps that have been / not been addressed?	Recorded /reported changes in NVAC capacities NVAC capacity gaps	Qualitative: KII FGD Document review	RVAC NVACs technical leads NVACs M&E WFP LM SADC Secretariat	Qualitative analysis describing status of NVAC capacities Comparison of capacities before 2017 and since 2017 Matching Member States /Stakeholders needs and capacities to deliver the programme	
5. Has VAA capacity been strengthened and institutionalised?				Effectiveness	
Sub questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	
5.1 To what extent has institutionalisation of NVACs improved?	Number of Member States increasing their	Document review as per	NVAC NVAC M&E representatives	Analysis and verification of	All documents & respondents identified are credible and

	Institutionalisation Index score by at least 25%	institutionalisation ranking KIIs	WFP & LM Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Institutionalisation Index reports	reliable sources relating to the RVAA programme.
5.2 Which countries have a constituted and functional NVAC that conducts /coordinate NVAAs in accordance with the RVAA programme? 5.3 What are the challenges that are affecting the effective functionality of the RVAC/ NVAC?	Percentage of functional NVACs List of reported challenges	Qualitative: KII Document review	NVACs RVACs SADC Secretariat Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Quantitative – simple averages Verification of responses against criteria for a functional NVAC	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
5.4 Are there VAA data, information and knowledge management systems within the NVACs and how are they designed, hosted and managed? Do they disaggregate data by age and sex? 5.5 What are the major challenges facing the VAA data, information and knowledge management system?	Data, information and knowledge management system developed	Qualitative: KII Document review Quantitative survey questionnaire Qualitative: KII ; FGD Document review	Donors NVAC Secretariat /Chair RVAC /SADC Secretariat WFP; LM Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Triangulation of responses with documentation and or physical observation of data, information and knowledge management system	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.

<p>5.6 To what extent has the programme facilitated & supported collective ownership of the RVAA system and the strengthening of a regional VAA agenda?</p> <p>5.7 What factors have enhanced and/or constrained this?</p> <p>5.8 Has there been a change in the ability of NVACs to meet the information needs of different users of NVAC information?</p> <p>5.9 How has the quality of assessments changed in the last 5 years – for better or for worse?</p> <p>5.10 To what extent has the programme catalysed the institutionalisation of VAA capacity through retention, availability and modernisation in ministries/departments that host NVACs</p>	<p>Stakeholder Participation in NVAAs /NVACs</p> <p>Stakeholder contributions to NVAAs /RVAA</p>	<p>Qualitative: KII ; FGD</p> <p>Document review</p>	<p>Donors; NVAC</p> <p>NVAC Secretariat /Chair</p> <p>RVAC /SADC Secretariat</p> <p>WFP; LM</p> <p>Government Ministries /NGOs – non VAC member</p>	<p>Analysis of stakeholder participation levels and contributions to the programme</p>	<p>All documents & respondents identified are credible and reliable sources relating to the RVAA programme.</p>
<p>6. Is there evidence of increased legitimacy, credibility and influence of the RVAA Programme at national and regional levels?</p>				<p>Effectiveness</p>	
<p>Sub questions</p>	<p>Indicators</p>	<p>Data collection methods</p>	<p>Sources of data/information</p>	<p>Data analysis methods/ triangulation</p>	

<p>6.1 Are there observable changes that have been brought about by the VAA system and processes at national / regional level which demonstrate achievements?</p>	<p>Evidence of change in legitimacy, credibility and influence of VAA in Member States and at regional level</p> <p>Perceptions about how the change for each attribute has occurred in the past 5 years</p>	<p>KII; FGD</p> <p>Semi-structured questionnaire</p> <p>Document review</p>	<p>NVAC chairs, members, users, SADC Secretariat</p> <p>Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports</p>	<p>Content analysis of results of KII</p> <p>Analysis of cause – effect relationships of key results – What are the impact pathways?</p> <p>Cross –check with performance data, survey data and stakeholders’ perceptions.</p> <p>Overall programme performance rating</p>	<p>All documents & respondents identified are credible and reliable sources relating to the RVAA programme.</p>
<p>6.2 How has the programme contributed to observed changes in:</p> <ul style="list-style-type: none"> a) legitimacy of VAA b) credibility of VAA c) and influence of the VAA? 	<p>Stakeholder perception and articulation of how the programme has catalysed, supported changes in legitimacy, credibility and influence of the system</p>	<p>KII; FGD</p> <p>Semi-structured questionnaire</p>	<p>NVAC chairs, members, users, SADC Secretariat</p>	<p>Content analysis</p> <p>Analysis of cause – effect relationships of key results – What are the impact pathways?</p>	<p>All documents & respondents identified are credible and reliable sources relating to the RVAA programme.</p>
<p>6.3 To what extent are VAA information products available online, accessible and usable by stakeholders requiring them including governments, academia, ICPs, NGOs?</p>	<p>Percentage of Annual Assessment reports, synthesis reports, guidance documents, case studies and thematic reports available online for governments, academia, ICPs, NGOs</p>	<p>Qualitative: KII</p> <p>Document review</p> <p>FGDs</p> <p>Surveys, KIIs</p>	<p>Donors</p> <p>NVAC Secretariat /Chair</p> <p>RVAC /SADC Secretariat</p> <p>WFP; LM</p> <p>Programme Progress reports; monitoring and evaluation and</p>	<p>Compare KI responses with online observations and data from documents</p>	<p>All documents & respondents identified are credible and reliable sources relating to the</p>

<p>6.4 Are the channels used to transmit the information user-friendly?</p> <p>In what ways has the VAA information and products been used for advocacy for the support and improvement of VAA?</p>			<p>review reports; Synthesis & NVAC Reports</p>		<p>RVAA programme.</p>
<p>6.5 To what extent has advocacy information and knowledge been effective?</p> <p>6.6 To what extent have the NVACs supported advocacy policy capacity and analysis?</p> <p>6.7 To what extent are the targeted advocacy policy briefs and information products available online for government, academia, ICPs, at a national level, effective?</p>	<p>Percentage of downloads of VAA products</p>	<p>Qualitative: KII FGD Document review</p>	<p>NVAC; Sector representatives; UN; WFP RVAA Secretariat Tech Lead NVAC Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports</p>	<p>A measure of perceptions of respondents Analysis of VAA related downloads</p>	<p>All documents & respondents identified are credible and reliable sources relating to the RVAA programme.</p>
<p>6.8 In what ways has VAA information products improved government and stakeholders planning, problem solving and responsiveness to vulnerability, emergencies and livelihoods for the most vulnerable, especially women, children, people with</p>	<p># of Member States /Government Ministries /other stakeholders reporting verifiable changes in planning, problem solving, disaster and emergency preparedness as a result of VAA information # of positive responses to what is being advocated</p>	<p>KIIs; Document Review; Survey Quantitative / Qualitative KIIs</p>	<p>NVAC; Sector representatives; UN; WFP RVAA Secretariat Technical Lead Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports</p>	<p>Analysis and listing of responses</p>	<p>All documents & respondents identified are credible and reliable sources relating to the RVAA programme.</p>

disability, and households headed by children and older persons?	# of information users by category				
7. To what extent has the programme been responsive to changing operational context including disruption and unexpected shocks? (Conflicts, Covid-19 pandemic etc.)				Effectiveness	
Sub questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	
7.1 How has the programme been affected by Covid-19? How have NVACs been able to adjust?	Reported effects of Covid-19 to the VAA programme	Qualitative KII Document review	NVACs SADC Secretariat Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Qualitative analysis and categorisation of responses	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
7.2 How has NVACs' assessment results been used to inform the value and/or coverage of social protection and/or safety net programming?	Number of NVACs' assessment results used to inform the value and/or coverage of social protection and/or safety net programming	Document review KIIs	NVAC Technical Lead for Social Protection representative	NVAA reports RVAA synthesis report NVAA quality assessment /review reports	
8. To what extent did the programme integrate gender in assessments?					
Sub questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	

8.1 Extent to which gender has been integrated in national vulnerability assessments that are conducted by NVACs.	# of NVAA reports disaggregating data /information by sex # of households headed by women, children, people with disability, and older persons targeted/ interviewed during NVAAs	NVAA assessment reports; Regional Synthesis reports; NVAA planning reports	NVAC members; NVAC Secretariat; NGO	Qualitative analysis by gender to include on sample of NVAAs	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
9. What internal and external factors enabled or constrained the achievement of programme results?				Efficiency	
Sub questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	
9.1 What are the main internal factors that have enabled achievement of the programme results? 9.2 What are the main external factors that have enabled achievement of the programme results? 9.3 What are the main internal factors that have constrained		Qualitative KIIs; Document review; Quantitative survey questionnaire FGD Qualitative KIIs; FGD Document review; Quantitative survey questionnaire Qualitative KIIs; FGD Document review;	NVAC Chair; NVAC members; NVAC M&E Programme Progress reports; monitoring and evaluation and review reports; Synthesis Reports & NVAC Reports SADC Secretariat WFP; LM NVAC Chair; NVAC members; NVAC M&E Programme Progress reports; monitoring and evaluation and review reports; Synthesis; NVAC Reports	Consistency of reported data against documented progress reports Progress reports against planned outputs Consistency of reported data against documented progress reports Quantitative data analysis	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.

achievement of the programme results?		Quantitative survey questionnaire	NVAC Chair; NVAC members; NVAC M&E	Qualitative data analysis	
9.4 What are the main external factors that have constrained achievement of the programme results?		Qualitative KIIs; Quantitative survey questionnaire	Progress reports; monitoring and evaluation and review reports NVAC members; NVAC M&E RIST, RTST, NVAC M&E Progress reports; monitoring and evaluation and review reports	Quantitative data analysis Consistency of reported data against documented progress reports	
10.What are the key achievements and challenges of the technical assistance offered by WFP and Landell Mills?				Efficiency	
Sub questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	
10.1 What was the specific nature of support in conducting VAAs and policy analysis and advocacy provided by WFP?	Number of NVACs supported in gender sensitive policy analysis, and advocacy capacity strengthening	Qualitative: KII Document review Quantitative questionnaire	NVAC technical leads RVAA Secretariat WFP; LM Reports SADC Secretariat	Simple number	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
10.2 What are the capacity gaps for conducting VAAs and policy analysis and advocacy that exist at the NVAC and at regional levels?		Qualitative: KII Document review Quantitative questionnaire	Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Triangulation of responses	
10.3 What was the nature of support provided by Landell Mills towards	Type of support provided towards Institutionalisation	Qualitative: KII Document review			

institutionalisation of NVAAs / RVAA? Please specify	Description of support	Quantitative questionnaire		Deduction by ET	
10.4 What are the capacity gaps for institutionalisation that have not been addressed at regional /national levels?	Capacity gaps towards institutionalisation	Qualitative: KII Document review Quantitative questionnaire		Categorisation and analysis of responses	
11. Has RVAA delivered VfM? Elements to consider include economy, efficiency, cost-effectiveness and equity. What has been achieved at what cost?				Value for Money	
Sub questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	
11.1 Which of the planned activities for the NVAA for the period 2017-2022 have not been delivered on time? What are the reasons why they have not been delivered on time?	# of planned activities not delivered on time	Qualitative: KII Document review	M&E; NVAC UN; NGOs WFP; LM Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Comparison of reported achievements against set targets	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
11.2 Was the cost of the programme justified in relation to the project benefits obtained?	Proportion of budget attributed to results	Qualitative: KII Document review	NVAC Secretariat SADC Secretariat WFP; LM	Budget analysis against programme activities	All documents & respondents identified are credible and reliable sources relating to the

					RVAA programme.
11.3 Are NVACs combining different methodologies and approaches to produce timely comprehensive vulnerability analysis? What are the merits and demerits for using combined methodologies in NVAA?	# of Member States using combined methodologies	Qualitative: KII Document review	NVAC Chairperson NVAC M&E NVAC Technical Leads Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Confirmation and triangulation of responses	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
11.4 To what extent did the programme reach young women?	Number of VAA information products addressing needs of women and children	Document review; KIIs	NVAC M&E Programme progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Gender based qualitative analysis	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
a. What has been the percentage of domestic funding for NVAC assessments each year? b. How many NVACs can mobilise resources to fully fund their annual assessment?	Proportion of NVAA funding that is domestic contribution # of NVACs fully funding their assessments	Document review; KIIs	NVAC Secretariat NVAC budgets and financial reports SADC Secretariat RVAA Secretariat	Budget and resource contributions and utilisation analysis	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.

12. To what extent is the SADC RVAA programme aligned with relevant SADC programmes?				Coherence	
Sub questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	
12.1 Extent to which there is coherence or lack thereof with SADC and national policies and priorities	Alignment of the program to SADC policies such as CAADP ³² , and member state policies such as national policies such as national agricultural policies, national agriculture investment programs, and national growth development strategies	Document review KIIs FG	SADC policies, strategies, RVAA programme strategy (Regional Agriculture Policy (RAP), Food and Nutrition Security Strategy (FNSS), Regional Indicative Strategic Development Plan (RISDP), SADC Gender Responsive DRR Strategic Plan and Action Plan-February 2020 ³³ , etc.) SADC Secretariat National disaster risk management strategies/policies Relevant Member state policies and strategies	Content analysis of RVAA programme documents including strategy document and relevant policy documents	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
13. Are there contradictions with national policies that have constrained implementation and achievement of results?					
Sub questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	
13.1 Are there contradictions with national policies that have constrained	Alignment of the program to SADC policies such as	Document Review KII	Programme documentation	Content analysis	

³² Comprehensive Africa Agricultural Development Programme

³³ SADC, 2020. SADC Gender Responsive DRR Strategic Plan and Action Plan-February 2020. "Prevent risk creation and reduce existing risks for women, men, girls and boys"

implementation and achievement of results?	CAADP ³⁴ , and member state policies such as national agricultural policies, national agriculture investment programs, and national growth development strategies	Semi-structured questionnaire	NVAC chairs, members, users, SADC Secretariat, donors Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Thematic analysis of qualitative results through frequency of emergent themes disaggregated by factor and stakeholder category. Triangulation of data available from different sources	
14. Is there complementarity with the actions of different actors and is there sufficient co-ordination?					
Sub questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	
14.1 Is there complementarity with the actions of different actors and is there sufficient co-ordination?		Document Review KII Semi-structured questionnaire	Programme documentation NVAC chairs, members, users, SADC Secretariat, donors Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Content analysis Thematic analysis of qualitative results through frequency of emergent themes disaggregated by factor and stakeholder category. Triangulation of data available from different sources	

³⁴ Comprehensive Africa Agricultural Development Programme

15. To what extent have NVACs/VAA been integrated into national systems and processes (administrative, financial structures, planning, information systems etc.)?				Sustainability	
Sub questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	
15.1 What are the key factors affecting (negatively or positively) integration of VAA in national systems in the different MS contexts (including political-economy, economic and social factors)?	Range and types (technical, financial, economic, political, social) of factors driving sustainability identified by stakeholders and ET	Document Review KII Semi-structured questionnaire	Programme documentation NVAC chairs, members, users, SADC Secretariat, donors Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Content analysis Thematic analysis of qualitative results through frequency of emergent themes disaggregated by factor and stakeholder category. Triangulation of data available from different sources	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
15.2 What is the extent of funding of VAA by the national governments and how has this changed, if at all, during the course of the programme?	What was the proportion of local (country) funding for VAA to the total cost /budget in the last VAA (2019/2020)?	Qualitative: KII Document review	Donors NVAC Secretariat /Chair RVAC /SADC Secretariat WFP; LM Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Triangulation of reported data with national /sectoral budget Triangulation of reported data with national /sectoral budget	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
15.3 In what ways is the VAA system now an integral part Or Not of government	How much of the local funding was provided by Government in the last VAA (2019/2020)?	Document review	Donors NVAC Secretariat /Chair RVAC /SADC Secretariat		

business-as-usual planning and operations			WFP; LM		
16. How sustainable is the RVAA system beyond the current donor funded cycle?					
Sub questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	
16.1 What is SADC Secretariat's strategy post the end of the current Phase in March 2022?	SADC Secretariat has an approved RVAA strategy and phase out plan for post March 2022 transition	Qualitative KII; Document review	RVAC; SADC Secretariat; WFP; LM Donors	Analysis of reported responses against plans	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
16.2 Does the SADC Secretariat has an exit strategy or phase out plan to sustain the RVAA programme beyond March 2022 when current funding will have come to an end?	SADC Secretariat has an approved RVAA strategy and phase out plan for post March 2022 transition	Qualitative KII; Document review	Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports		
16.3 To what extent do MS have specific policy /legislative position or guidelines empowering the host Ministry /Department /Agency with VAA mandate?	Number of MS with a formalised policy for the administration of VAA mandate.	Qualitative: KII Document review	RVAC SADC Secretariat NVAA Steering Committee WFP; LM Programme Progress reports; monitoring and evaluation and		All documents & respondents identified are credible and reliable sources relating to the RVAA programme.

			review reports; Synthesis & NVAC Reports		
16.4 What are the anticipated challenges to sustain the VAA activities after donor funding has stopped?	Donor funded activity streams without continuation plans	Qualitative: KIIs, Document Review	Donors NVAC Secretariat /Chair RVAC /SADC Secretariat WFP; LM Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Verification of plans	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
16.5 Are there any MOUs or commitments entered into between Government /SADC with the intention to fund VAA activities after current donor funding has stopped? Please explain	Number of MS with Phase-out plans including MoU's and/or Charters confirming resource commitments.	Qualitative: KII Document review	Donors NVAC Secretariat /Chair RVAC /SADC Secretariat WFP; LM Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Verification of plans	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.

16.6 Which aspects of the RVAA system are likely to be continued after the current donor funding has ended? How will they be continued?	Potential for sustainability of VAA at regional and national levels after current funding has ended	Qualitative: KIIs, Document Review	Donors NVAC Secretariat /Chair Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Analysis of respondent's perceptions against plans and progress made thus far	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
16.7 Which aspects of the RVAA system are not likely to be continued after the project donor funding has ended? Why are they not likely to be continued?	Specific aspects of the RVAA that will be sustained post March 2022	Qualitative: KIIs, Document Review	RVAC /SADC Secretariat WFP; LM		
16.8 What do you recommend should be done to ensure sustainability of the RVAA/or NVAA beyond March 2022 when current donor funding comes to an end?	Recommendations on how to sustain RVAA /NVAA beyond March 2022 when current donor funding comes to an end	Qualitative KIIs Document Review Quantitative survey questionnaire	NVAC; National emergency and disaster management plans and reports SADC Secretariat WFP; LM; NGOs; RVAC UN Agencies	Enlist and analyse proposed recommendations by respondents Inference, Induction and Deduction by ET	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
17. What are the positive and/or negative, intended and unintended effects of the RVAA programme?				Impact	
Sub questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	
17.1 Within and across the different MS is there evidence that the programme is contributing (positively or	Main reasons for changes in legitimacy, credibility and influence of the VAA system	KII Semi-structured questionnaire	NVAC chairs, members, users, SADC Secretariat, donors	Content analysis	All documents & respondents identified are credible and

negatively) towards observed changes in legitimacy, credibility and influence of the VAA system?					reliable sources relating to the RVAA programme.
17.2 What are the lessons that can be learnt from VAA programme?	# of lessons learnt /# of stakeholder that demonstrate lessons learnt from VAA programme	KIs; Document Review Qualitative	SADC Secretariat RVAC NVAC -Technical WFP/LM Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports	Analysis of respondent's perceptions of programme outcomes against plans	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.
18. Has the RVAA Programme influenced emergency and developmental policy and programming?				Impact	
Sub questions	Indicators	Data collection methods	Sources of data/information	Data analysis methods/ triangulation	
18.1 In which Member States has VAA information been used to inform emergency and disaster preparedness and management policies and programmes? 18.2 In what ways has VAA information informed national	# of Member States whose emergency and disaster management strategies and programmes have benefited from NVAA information	Qualitative KIs Document Review Quantitative survey questionnaire Qualitative KIs Document Review	NVAC National emergency and disaster management plans and reports SADC Secretariat WFP LM NGOs	Compare reported information from KIs and that from documents Inference, Induction and Deduction by ET	All documents & respondents identified are credible and reliable sources relating to the RVAA programme.

<p>policies, strategies or programmes?</p> <p>18.3 How has VAA information been used at regional level?</p> <p>18.4 In what ways has the VAA system drawn on other information generation and management systems on vulnerability?</p>	<p># of Member States where VAA information has informed policies and programmes</p> <p># of vulnerability information generation and management systems on which the VAA system has piggy-backed</p>	<p>Quantitative survey questionnaire</p> <p>Qualitative KIIs</p> <p>Document Review</p> <p>Quantitative survey questionnaire</p>	<p>RVAC</p> <p>UN Agencies</p> <p>Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports</p> <p>NVAC</p> <p>National emergency and disaster management plans and reports</p> <p>SADC Secretariat</p> <p>WFP</p> <p>LM</p> <p>NGOs</p> <p>RVAC</p> <p>UN Agencies</p>		
<p>18.5 In which ways, within different MS, can the VAA systems be further enhanced to contribute to improved emergency and developmental policy and programming"?</p>	<p>Recommendations on use of VAA to inform policy and programming</p>	<p>Qualitative KIIs</p> <p>Document Review</p> <p>Quantitative survey questionnaire</p>	<p>NVAC; National emergency and disaster management plans and reports</p> <p>SADC Secretariat</p> <p>WFP; LM; NGOs; RVAC</p> <p>UN Agencies</p> <p>Programme Progress reports; monitoring and evaluation and review reports; Synthesis & NVAC Reports</p>	<p>Enlist and analyse proposed recommendations by respondents</p> <p>Inference, Induction and Deduction by ET</p>	

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Annex 10. List of People Interviewed

Details of Participants Interviewed

VHUMANI MAGEZI - ET INTERVIEWER

WFP Country/Regional Programme
Andrew Odero
Blessing Butaumocho
Nancy Odhiambo
Caroline Hungwe
Tebogo Ngoma
Hein Zeelie
Landell Mills
Colin Mitchel
George Chiduwa
South Africa
Moatelo Mamadi
Dr Kenneth Nhundu
Masilo Makhwiting
Lungile Mvelase
Thulile Dlamini
Dr Denver Naidoo
Silas Sitholimela
Sandile
Sibongiseni
Lesotho
Mamonaheng Monoto
Lineo Sehloho
Rethabile Pelane
Tselane Ramokhorro
Hlomohang Matjopile
Thabang Phori
Pelane Rethabile
Comoros
Mr Hamidi

ELIZABETH MANDA - ET INTERVIEWER

Malawi
Victoria Geresomo
Ernest Falinya
Sophie Kang'oma
Matiyasi Nkhoma
Ethel Luhanga
Venancio Mzonda
Gladys Mtambalika
Bessie Msusa
Sam Gama
Seychelles
Cheryl Bristol
Ms Gretelle Isaac
Zambia
Ms. Ngao Banda
Mr. Allan Mulando

FCDO
Wilma Swanepoel
Kelley Toole
Chris Mellor
Switzerland Development Corporation (SDC)
Ncube Bulisani Lloyd EDA
NCUBU
Frederique Weyer

MANASA DZIRIKURE – ET INTERVIEWER

Zimbabwe
Ms. Yvonne Mavhima
Perpetual Nyadenga
Alfa Ndlovu
Innocent Mangwiro
Tamburirio Tecla Pasipanodya
Nester Gumbo
Rutendo Nyahoda
Mary Takangovada
Judith Musvosvi,
SADC Secretariat
Duncan Samikwa
Alex Banda
WFP Harare Office
Rudo Sagomba
Isaac Takaridzwa
Sasha Guyetsky

ROBERT MBORI – ET INTERVIEWER

Country
Sharon Sibanda
Mary Laker
Chikondi Chabvuta
Mara Nyawo
eSwatini
Nosizo Mthupha
Robert Fakudxe
Sacolo Sanele
Masitsela Mhlanga
Menzi Dube
Mauritius
Satyanand Buskalawa
Gurreeboo Eshan
Priyamvadha Doorgakant- Dabysing
Tanzania
Dr. Geoffrey Chiduo
Dr Mariam Muyonga
Eng. Norbert Kyomushura

CARLA DOS SANTOS

Mozambique
Edson Marina
Zimbabwe
Lynn Chiripamberi

Antonio Pacheco
NVAC User
NVAC Non-User
Elda Cardoso Famba
Angola
Ms. Elsa Gaspar
Odete Rochete Bacalhau
Andrade Rodrigues Santos
Madagascar
Nianja Raonivelo
Jeremia Razafiharimanana
Andrianiaina Sehenon
Tanja Englberger
<u>Benja Andrianavalona</u>
<u>Rakotondravelo</u>
<u>Dominique Harloly</u>
<u>Franck Razafindrahaga</u>
DRC
Dieudonne Vangu Ngoma
Kabala Ilunga
Papy Mukandila
Paul Busambo

Annex 11. Data collection Tools

QUESTIONNAIRE 1: KEY INFORMANT INTERVIEW (KII) GUIDE FOR STEERING COMMITTEE

EVALUATION OF THE SADC REGIONAL VULNERABILITY ASSESSMENT AND ANALYSIS (RVAA) PROGRAMME 2017-2022		
SERVICE PROVIDERS STEERING COMMITTEE KII GUIDE No: _____		
Introduction		
<p>We are independent evaluators commissioned by a consortium of partners to conduct a Final Evaluation of the SADC Regional Vulnerability Assessment and Analysis Programme (RVAA) Phase III (2017-2022). The consortium includes SADC Secretariat (coordinating the Programme), the UK's Foreign Commonwealth and Development Office –FCDO and the Swiss Agency for Development and Co-operation –SDC (providing financial support), and WFP and Landell Mills (providing technical support). The goal of the RVAA programme is to support resilient and sustainable rural and urban livelihoods, environments, and institutions in reducing poverty and enhancing well-being in the SADC Region by strengthening and institutionalising the region's vulnerability analysis and assessment system.</p> <p>You have been purposively selected to respond to some questions that are intended to generate information to establish how far the programme has gone towards achieving the planned targets and intended results. Your participation is voluntary. If you agree to participate and later change your mind, even then, you are free to opt out.</p> <p>During this interview I will write down your responses. Later these notes will be typed onto a computer. We will not use the information in any way that will enable others to identify you as its source. This Evaluation is expected to inform the way governments anticipate vulnerabilities and plan to prevent and minimize deprivation while ensuring wellbeing among the people of this country /SADC region.</p>		
CONSENT		
BACKGROUND INFORMATION AND CODING		
1.1 Name of Country		
1.2 Name of District		
1.3 Name of Organisation		
1.4 Name of Interviewer		
1.5 Date of Interview (<i>day/month/year</i>)		
1.6 Start Time of Interview (<i>hour/minutes</i>)		
1.7 Sex of Respondent	1 = Female 2 = Male	
1.7 Position /Role in the organisation	_____	
1.8 Period Serving in this role	_____ Years	

A. Relevance

- How has the design of the RVAA programme for phase three 2017-2022 distinctly contributed to desirable or undesirable changes in: Legitimacy of VAA (an accepted, trusted, respected authentic source of data /information, that is integrated as a part of business as usual operations and structure); Credibility of VAA (trustworthy, dependable, and relied upon as an evidence base for policy and other decisions); and Influence of VAA (powerful, persuasive and convincing resulting in change policy, programming or in the way of doing things)?

2. What factors internal (within the control of the programme stakeholders) and external (outside the control of the programme stakeholders) would you say have enabled or constrained the achievement of programme results, and why do you say so?
3. To what extent has the program included actions that are purposefully aimed at addressing female as well as people with disability? and other emerging issues such as Chronic poverty, Urban vulnerability, HIV/AIDS and Nutrition?
4. In your view, what are the key achievements and challenges of the technical assistance offered by WFP and Landell Mills with regards to improving the collection and use of VAA information in Member States and at regional and international levels? Please indicate as many of the key achievements and challenges as you can.
5. Please tell me if, and how the RVAA programme has been affected by emergencies and other unanticipated occurrences such as Covid-19 among others, and what coping mechanisms (if any) have been put in place? Cite some examples where possible.

B. Effectiveness

6. Please indicate whether NVACs or Member States have received or not received adequate technical support to conduct policy analysis and advocacy using VAA information and products, describing to some detail.
7. Please describe what you consider as the key roles and responsibilities of the SADC Secretariat in promoting sustainable VAA efforts that have been fulfilled well thus far, and which ones have not been fulfilled well or not fulfilled at all.
8. To what extent has the programme facilitated & supported collective ownership of the RVAA system and the strengthening of a regional VAA agenda? What factors have enhanced and/or constrained this?

C. Coherence

9. To what extent is the SADC RVAA programme aligned with relevant SADC programmes?
10. Are there contradictions with national policies that have constrained implementation and achievement of results?
11. Is there complementarity with the actions of different actors and is there sufficient co-ordination?

D. Value for Money /Efficiency

12. Please describe for me what you would consider to be value for money (VfM), and why you think the RVAA programme delivered or did not deliver Value for Money (VfM)?
13. In your experience, please indicate which aspects of the RVAA programme could have been implemented to achieve set targets with less resources, and which aspects could have benefited from more resources in order to achieved set targets? Please describe how this could have been done at regional and national levels?
14. Going forward post phase III in 2022, what role (s) if any, should be played and by who at regional level to support VAAs in SADC Member States?
15. Please describe how have women and people with disabilities been involved in the contracting of their services and goods from their organizations.

E. Sustainability

16. Giving specific reasons why you say so, please explain whether in your view, SADC Member States and the SADC Secretariat will be ready to continue and sustain or not, implementation of the RVAA programme at regional and national levels beyond the end of current donor funded phase in March 2022?
17. In your view, how sustainable is the RVAA system beyond the current donor funded cycle
18. What have been the main challenges likely to affect institutionalisation (ownership and integration of VAA in policies and business as usual operations of Member States) and sustenance of VAAs beyond March 2022 regional level and national level?

19. In your views how does the program address sustainability needs of women and people with disabilities?

F. Impact

20. Would you say that VAA has now been sufficiently institutionalised or integrated in business-as-usual operations of SADC Member States and at regional level? Giving examples, please explain why you say so, highlighting any challenges that exist.

21. Please indicate and explain your views with regards to the capacity of the SADC Secretariat and Member States in managing data, information and knowledge on VAA now and post March 2022 when current donor funding will have ended?

G. Lessons Learnt /Good practices /Recommendations.

22. What are the lessons learnt by your organization from the SADC RVAA programme?

23. Would you say that the recommendations of the mid-term review have been considered or not to improve VAAs? Please take time to explain why you say so?

24. What streams of the VAA Program, do you believe lead to effective sustainability?

We have come to the end of the interview.

QUESTIONNAIRE 2: KEY INFORMANT INTERVIEW (KI) GUIDE FOR SADC SECRETARIAT & RVAC/NVAC CHAIR

EVALUATION OF THE SADC REGIONAL VULNERABILITY ASSESSMENT AND ANALYSIS (RVAA) PROGRAMME		
2017-2022		
SADC SECRETARIAT & RVAC CHAIR KII GUIDE No: _____		
Introduction		
<p>We are independent evaluators commissioned by a consortium of partners to conduct a Final Evaluation of the SADC Regional Vulnerability Assessment and Analysis Programme (RVAA) Phase III (2017-2022). The consortium includes SADC Secretariat (coordinating the Programme), the UK’s Foreign Commonwealth and Development Office –FCDO and the Swiss Agency for Development and Co-operation –SDC (providing financial support), and WFP and Landell Mills (providing technical support). The goal of the RVAA programme is to support resilient and sustainable rural and urban livelihoods, environments and institutions in reducing poverty and enhancing well-being in the SADC Region by strengthening and institutionalizing the region’s vulnerability analysis and assessment system. You have been purposively selected to respond to some questions that are intended to generate information to establish how far the programme has gone towards achieving the planned targets and intended results. Your participation is voluntary. If you agree to participate and later change your mind, even then, you are free to opt out.</p> <p>During this interview I will write down your responses. Later these notes will be typed onto a computer. We will not use the information in any way that will enable others to identify you as its source. This Evaluation should lead to improvements in how governments anticipate vulnerabilities and plan to prevent and minimize deprivation while ensuring wellbeing among the people of this country /SADC region.</p>		
CONSENT		
Would you like us to proceed with the interview?	Yes	No (Go to next respondent)
To make sure our record of the interview is accurate we would like to make an audio-recording of the interview. Can we proceed to record?	Yes	No (Proceed to interview without recording)
BACKGROUND INFORMATION AND CODING		
1.1 Name of Country		
1.2 Name of District		
1.3 Name of Organisation		
1.4 Name of Interviewer		
1.5 Date of Interview (<i>day/month/year</i>)		
1.6 Start Time of Interview (<i>hour/minutes</i>)		
1.7 Sex of Respondent	1 = Female 2 = Male	
1.7 Position /Role in the organisation	_____	
1.8 Period Serving in this role	_____Years	

A. Relevance

1. In what ways and how has the design of the RVAA programme for phase three 2017-2022 distinctly contributed to desirable /and or undesirable changes? Please specify the desirable and undesirable changes that have come about, including any related to gender and disability.
2. Please explain whether and how institutionalisation (integration in policies and /or being a part of business-as-usual operations and structure) of the VAA system has improved or not improved, commenting on sensitivity to gender and disability at:
 - a) regional level
 - b) national level.
3. Please explain any improvement or lack of improvement you have observed in the extent to which NVACs adhere to the RVAA harmonised Framework, citing the causes for the improvement or lack of improvement?
4. To what extent do NVAA reports fulfil the SADC (regional) harmonisation requirements for VAAs? Information: Please explain for me the reasons why some Member States (if any) would not fully adhere to the harmonised regional framework for RVAA?
5. Please indicate and describe whether or not there have been any decisions including on gender that have been made at regional or national level since 2017 emanating from VAA findings at the following levels:
 - a) SADC Committee of Senior Officials
 - b) SADC Committee of Ministers
 - c) SADC Council of Ministers
 - d) SADC Summit of Heads of State and Government.
6. What are the reasons why there have been /or not been decisions made at regional or national levels emanating from VAA findings?
 - B. Effectiveness
7. In what ways would you say the monitoring, evaluation and reporting (MER) and information and knowledge management for SADC RVAA has improved or not improved, including in gender, age and disability disaggregation of data?
8. Please explain the reasons or causes why the monitoring, evaluation and reporting (MER) and information and knowledge management for SADC RVAA has improved or not improved?
9. Please describe, citing specific examples, how or why not SADC VAA information and products have been shared with other networks, and used for purposes of advocacy to address vulnerability, including gender driven inequality at the following levels:
 - a) International
 - b) Continental
 - c) Regional
 - d) National.
10. To what extent would you say the regional VAA reporting mechanism has assisted or not assisted, Member States to know whether they are progress or no progress towards achieving programme outcomes? Please cite examples under each outcome as possible.
11. Please indicate those planned and approved meetings of the RVAA programme that have been convened at regional level? (Provide a brief description of the outcomes of each meeting).

Name /Title of Meeting	Planned frequency per year	Date (Year)	Summary of Key Outcome
1		2017	

Name /Title of Meeting	Planned frequency per year	Date (Year)	Summary of Key Outcome
2. 3.			
1 2. 3.		2018	
1 2. 3.		2019	
1 2. 3.		2020	
1 2. 3.		2021	

12. What made it possible or not possible to convene some planned and approved meetings of the RVAA programme during 2017 to 2020?
13. Please indicate all instances that you know of where the RVAA Programme has been able or not been able to adopt or be responsive to emerging needs of women, men and children alike and changing contexts at regional and national levels.
14. Please explain how the adoption /responsiveness was made possible or why it was not possible.

C. Coherence

15. To what extent is the SADC RVAA programme aligned with relevant SADC programmes?
16. Are there any contradictions of the programme with national policies that have constrained implementation and achievement of results?
17. In what ways would you say the programme governance arrangements including the working relationships between the SADC Secretariat and the Steering Committee, RVAC, MANCO and the NVAC, has contributed or not contributed towards improved ownership and sustainability of VAA at regional and national levels.
18. Is there complementarity of the programme with the actions of different actors and is there sufficient co-ordination?
19. In your experience, has the functions and relationships between the RVAA programme Technical Support Team (RTST) and the SADC Secretariat's core /mainstream programme functions in DRR, FANR, M&E, MIS /Statistics, Communication, and other sectoral programs /units been promotive of sustainable institutionalisation of RVAA or not. Please explain your views indicating where the relationships have been strong and /or weak.
20. What else could have been done to ensure that the functional relationships between the RVAA programme
21. Technical Support Team (RTST) and the SADC Secretariat's core /mainstream programme functions would have better promoted sustainable institutionalisation of RVAA.

22. Going forward post RVAA programme phase III ending March 2022, what do you foresee as the role of the SADC Secretariat in VAAs, and why?

D. Value for Money / Efficiency

23. Please describe what have been the main drivers of the RVAA programme costs, indicating why these have been the main cost drivers.

24. Indicate those of the programme costs or in-kind contributions that are or/ have been funded by (if any) sources other than SDC and DFID, naming these other sources?

25. Which of the regional level programme costs are directly linked to outcomes achieved /or on course to be achieved at national level, and which of the costs are not directly linked to outcomes at national level? Please explain the links or lack of as you have identified.

26. Please indicate any challenges in resource /financial management and utilization that have affected the quality of RVAA programme results at national and regional levels, indicating whether these challenges were resolved and how, or not resolved and why?

E. Sustainability

27. What is the extent of funding of VAA by the national governments and how has this changed, if at all, during the course of the programme?

28. Describe how or how not the sustainability of RVAA programme post March 2022 has been strategically planned for and institutionalised at:

- a) Regional level
- b) National level.

29. What are the anticipated challenges and the opportunities that will affect institutionalisation and sustenance of VAA beyond 2022 at?

- a) Regional level
- b) National level.

30. What contributory efforts can be attributed to WFP and LM towards the sustainability of the RVAA program post 2022?

F. Impact

31. Please indicate citing specific themes, the good practices (if any) that have been identified, documented and shared (including quality issues in those practices) on how the VAA information and products have been used, including to address gender inequality by:

- a) Member States
- b) International Co-operating Partners (ICPs)
- c) CSOs
- d) Other (specify).

32. In what ways are VAA information products from SADC RVAA (Annual Assessment reports, synthesis reports, guidance documents, case studies and thematic reports available, accessible and usable by stakeholders requiring them in Member States, at regional level and globally?

33. What improvements would you suggest for strengthening the RVAA programme to ensure that VAA information is trusted as authentic source of credible information that can be used to inform policies and programmes by Member States?

G. Lessons Learnt /Good practices /Recommendations.

34. What are the lessons learnt from participating and or implementing the RVAA programme?

35. What are the 3 key recommendations you would like to make for improving and sustaining VAAs in the region?

We have come to the end of the interview.

Thank you.

TOOL 3: KEY INFORMANT INTERVIEW (KI) GUIDE FOR NVAC SECRETARIAT

EVALUATION OF THE SADC REGIONAL VULNERABILITY ASSESSMENT AND ANALYSIS (RVAA) PROGRAMME 2017-2022 NVAC SECRETARIAT KII GUIDE No: _____	
Introduction	
<p>We are independent evaluators commissioned by a consortium of partners to conduct a Final Evaluation of the SADC Regional Vulnerability Assessment and Analysis Programme (RVAA) Phase III (2017-2022). The consortium includes SADC Secretariat (coordinating the Programme), the UK's Foreign Commonwealth and Development Office –FCDO and the Swiss Agency for Development and Co-operation –SDC (providing financial support), and WFP and Landell Mills (providing technical support). The goal of the RVAA programme is to support resilient and sustainable rural and urban livelihoods, environments, and institutions in reducing poverty and enhancing well-being in the SADC Region by strengthening and institutionalizing the region's vulnerability analysis and assessment system.</p> <p>You have been purposively selected to respond to some questions that are intended to generate information to establish how far the programme has gone towards achieving the planned targets and intended results. Your participation is voluntary. If you agree to participate and later change your mind, even then, you are free to opt out.</p> <p>During this interview I will write down your responses. Later these notes will be typed onto a computer. We will not use the information in any way that will enable others to identify you as its source. This Evaluation should lead to improvements in how governments anticipate vulnerabilities and plan to prevent and minimize deprivation while ensuring wellbeing among the people of this country /SADC region.</p>	
BACKGROUND INFORMATION AND CODING	
Name of Country	
Name of District	
Name of Organisation	
Name of Interviewer	
Date of Interview (<i>day/month/year</i>)	
Start Time of Interview (<i>hour/minutes</i>)	
Sex of Respondent	1 = Female 2 = Male
Position /Role in the Organisation	_____
Period Serving in this role	_____ Years

A. Relevance

1. How has the RVAA Programme aligned to the needs, priorities and policies of your country at design stage, and during implementation or now?
2. How has the RVAA Programme been able to adapt and be responsive to emerging needs and changing contexts such as incorporation of emerging information needs for Climate change, Chronic poverty, Urban vulnerability, Gender, HIV & AIDS, and Nutrition?
3. How has the program integrated emerging issues of Climate change, Chronic poverty, Urban vulnerability, Gender, HIV & AIDS, and Nutrition into your annual assessments and what internal and external factors enabled or constrained its achievement?
4. How was your participation in the design of the project and also during implementation?

B. Effectiveness

5. How well have the NVACs/VAA been incorporated into government administrative & financial structures?
6. How well has the program led to increased dedicated human and financial resources for RVAA activities between 2017 to date?
7. What are the mandates, institutional and coordination arrangements for VAA at regional and national levels?
8. What is the extent to which resource mobilisation at national and regional levels been strengthened between 2017 to date?
9. How is the predictability, timely delivery and quality of targeted VAA information products?
10. What relevant technical capacity has been provided to NVAC & SADC secretariat?
11. How well have the NVAC/VAA approaches, and methods been strengthened, harmonised and integrated since 2017 to date?
12. Which relevant multisectoral and multi-agency stakeholder participated in the RVAA program?
13. What was the cost effectiveness of VAA & type of support provided for decentralisation of the RVAA program?
14. How well was the integration of VAA into planning and M&E systems?
15. How visible and accessible were the VAA products to member states?
16. How well have the NVACs been at lobbying for inclusion of key FNS indicators in sectoral &/or national development policies & programmes and if not, why? Please provide examples.
17. Which Data, info and knowledge management system have been developed?
18. What has been the level of political will in support of VAA?
19. What has been the NVAC ability to create, recognise & respond to policy windows from 2017 to date?
20. How well has the NVAC capacity for policy analysis and advocacy been strengthened?
21. What is the extent to which the programme has been responsive to changing context including shocks? (Conflicts, Covid-19 pandemic etc.); and what internal and external factors enabled or constrained its achievement?
22. What is the extent to which the program mainstreamed gender across credibility, legitimacy and influence?
23. What are the key achievements and challenges of the technical assistance offered by WFP and Landed Mills across the intermediate outcomes of credibility, legitimacy and influence?

C. Coherence

24. Who are the main RVAA strategic partners and how well have the RVAA strategic partnerships been strengthened since 2017 to-date?
25. Is there complementarity with the actions of different actors and is there sufficient co-ordination?
26. Are there any contradictions of the programme with national policies that have constrained implementation and achievement of results?

D. Value For Money

- Economy
27. Which of the planned activities for the NVAA for the period 2017-2022 that have been delivered on time or not? What are the reasons why they have not been delivered on time?
- Efficiency
28. Please describe any other methods other those that have been used to implement programme, that could have been used to deliver expected results better, and /or faster, and /or at less cost?
 29. How effective were the co-ordination and collaboration mechanisms that were put in place?

30. How effective were the management structures and implementation modalities effective?
31. How adequate were the project personnel available for the programme?
32. Was the cost of the programme justified in relation to the project benefits obtained and quality of the project benefits?
 - Equity
33. Were you aware of the RVAA programme products and services that were available to you?
34. Was the principle of leave no one behind and rights-based approach applied during programme formulation and implementation?
 - Value Added
35. What additional benefits did the program bring to the member states.

E. Sustainability

36. What is the extent to which NVACs/VAA have been integrated into national systems and processes (administrative, financial structures, planning, information systems etc.)?
37. To what extent has the programme catalysed the institutionalisation of VAA capacity through retention, availability and modernisation in ministries/departments that host NVACs? What evidence is there for sustainability of the RVAA system beyond the current donor funded cycle?

F. Impact

38. What are the positive and/or negative, intended and unintended effects of the RVAA programme?
39. How has the RVAA Programme influenced emergency and developmental policy and programming?

G. Lessons Learnt /Good practices /Recommendations.

40. What are the lessons learnt from RVAA programme?
41. What are the 3 key recommendations would like to make for improving and sustaining VAAs in the region?

We have come to the end of the interview.

Thank you.

**TOOL 4: KEY INFORMANT INTERVIEW (KI) GUIDE FOR TECHNICAL LEAD/FOCAL PERSONS
NVAC/GOVERNMENT NVAC MEMBERS**

EVALUATION OF THE SADC REGIONAL VULNERABILITY ASSESSMENT AND ANALYSIS (RVAA) PROGRAMME 2017-2022 NVAC TECHNICAL LEAD KII GUIDE No: _____		
<p>Introduction:</p> <p>You have been purposively selected to respond to some questions that are intended to generate information to establish how far the programme has gone towards achieving the planned targets and intended results. Your participation is voluntary. If you agree to participate and later change your mind, even then, you are free to opt out.</p> <p>During this interview I will write down your responses. Later these notes will be typed onto a computer. We will not use the information in any way that will enable others to identify you as its source. Our hope is that this Evaluation will lead to improvements in the help outside organisations provide to you and to other people in this area and living in similar places. The interview questions refer to the 2017-2021 period.</p> <p>Shall we begin?</p>		
CONSENT		
Would you like us to proceed to with the interview?	Yes	No (Go to next respondent)
To make sure our record of the interview is accurate we would like to make an audio-recording of the interview. Can we proceed to record?	Yes	No (Proceed to interview without recording)
BACKGROUND INFORMATION AND CODING		
Name of Country		
Name of District		
Name of Organisation		
Name of Interviewer		
Date of Interview (<i>day/month/year</i>)		
Start Time of Interview (<i>hour/minutes</i>)		
Sex of Respondent	1 = Female 2 = Male	
Position /Role in the Organisation	_____	
Period Serving in this role	_____Years	

Criteria 1: **Relevance:** Extent to which the programme was relevant, that is responding to the priority areas of partners and target countries.

1. To what extent is the RVAA Programme aligned to the needs, priorities, and policies of your country? How has this evolved?
2. How relevant have VAA products been in informing policies, strategies, and programmes?
3. Has the RVAA Programme been able to adapt and be responsive to emerging needs and changing contexts such as incorporation of emerging information needs for Climate change, Chronic poverty, Urban vulnerability, Gender, HIV & AIDS, and Nutrition? what internal and external factors enabled or constrained this adaption.

4. To what extent is the support provided by WFP and Landell Mills deemed relevant and/or aligned to the needs expressed this NVAC?
5. In what ways were the information needs of partners and Government Ministries prioritized or not in programme design and implementation?
6. To what extent has the program allocated resources (human, financial or material) towards its activities related to gender equality?

Criteria 2: **Effectiveness:** Extent to which the programme has achieved its planned results (outputs and outcomes)

7. Are there any stakeholders whom you consider should participate in NVAA processes who are currently not participating? Probe for the representation of Youth, women, and people with disabilities within VAA systems?
8. Are there any emerging issues that have been integrated in annual VAA studies? Are you combining different methodologies and approaches to produce timely comprehensive vulnerability analysis? Please specify with any significant issues that have not been integrated.
9. What kind of support (and by whom/when) has the program received towards integrating gender equality issues in its design, processes, and outputs? Please explain each support and its contribution?
10. What was the specific support your country received to fill in the capacity gaps for policy analysis and advocacy that exist in the country?
11. Does the NVAC have the appropriate technical skills and adequate staff numbers to design, collect, analyse and disseminate annual vulnerability assessments?
12. What specific technical capacity support has your organization received from (a) WFP and (b) Lindell Mills for this program and how has this contributed towards the expected outcomes. What challenges of this technical assistance are notable?
13. Have there been changes in NVAC capacity to utilize technology to conduct assessments (mobile/remote data collection, mobile technology) in ongoing real-time monitoring for modelling and prediction/early warning? What factors have facilitated or constrained capacity?
14. Are there any documented practices or case studies available at national or regional level on how VAA reports have been used by Governments, ICPs or other stakeholders? Please specify.

Criteria 3: **Efficiency and Value for money:** Extent to which the programme results demonstrate timelines and value for money spent.

15. What program management controls and measures are in place to ensure technical activities are completed within planned timelines.
16. To what extent has the program achieved its planned technical outcomes/objectives? (Please explain describing how this has changed compared to previous periods and the role (if any of WFP & LM)

Criteria 4: **Sustainability:** Extent to which the RVAA programme can continue to implement successfully when current funding has ended.

17. Does the country have an approved VAA phase out plan? What does the plan constitute of?
18. Does the country have dedicated senior level VAA personnel in Government? How do they interact with the NVAC?
19. Please indicate and explain whether the country has a specific policy /legislative position or guidelines empowering the host Ministry /Department /Agency with VAA mandate?
20. Please explain any approved mechanism/plans /exit strategy that are in place to sustain VAA activities after donor funding has stopped?
21. What are the anticipated challenges to sustain the VAA activities after donor funding has stopped?

Criteria 5: **Coherence**

22. Are there any contradictions of the programme with national policies that have constrained implementation and achievement of results?
23. In what ways would you say the programme governance arrangements including the working relationships between the SADC Secretariat and the Steering Committee, RVAC, MANCO and the NVAC, has contributed or not contributed towards improved ownership and sustainability of VAA at regional and national levels.
24. Is there complementarity of the programme with the actions of different actors and is there sufficient co-ordination?
25. In your experience, has the functions and relationships between the RVAA programme Technical Support Team (RTST) and the SADC Secretariat's core /mainstream programme functions in DRR, FANR, M&E, MIS /Statistics, Communication and other sectoral programs /units been promotive of sustainable institutionalisation of RVAA or not. Please explain your views indicating where the relationships have been strong and /or weak.
26. What else could have been done to ensure that the functional relationships between the RVAA programme Technical Support Team (RTST) and the SADC Secretariat's core /mainstream programme functions would have better promoted sustainable institutionalisation of RVAA.
27. Going forward post RVAA programme phase III ending March 2022, what do you foresee as the role of the SADC Secretariat in VAAs, and why?

Criteria 6: **Impact:** Extent /ways in which VAA information products have caused improved preparedness and responsiveness to vulnerability /natural disasters and emergencies /improved livelihoods.

28. Is there a VAA data, information, and knowledge management system in the country?
29. Probe: Please describe the design and function of the data, information, and knowledge management system for VAA describing which organisations/ministry is it housed?
30. What are the major challenges facing the VAA data, information, and knowledge management system?
31. To what extent are VAA information products accessible and usable by stakeholders requiring them? Probe: Are the channels used to transmit the information user- friendly?
32. Have there been changes in the capacity of NVACs to communicate and disseminate VAA results/information with linkages to national early warning systems, contingency plans, social protection and development programs? What factors have facilitated or constrained this capacity?
33. Which are the main RVAA stakeholder groups and please explain what sort of collaborative partnerships have been fostered within the program (if any)
34. In what ways has the VAA information and products been used for advocacy for the support and improvement of VAA?
35. What improvements would you suggest for a better advocacy strategy of the programme?
36. In what ways has VAA information products impacted government and stakeholders planning, problem solving and responsiveness to vulnerability, emergencies, and livelihoods for the most vulnerable?
37. How would you evaluate the ability of RVAA in providing useful gender-responsive VAA outputs for government and other stakeholders?

Lessons Learnt /Good practices /Recommendations: Extent to which the programme has presented learning opportunities to stakeholders.

38. How has the programme been affected by Covid-19?
39. Which of the recommendations of the mid-term review do you recall which had a bearing to the VAAs? Which have not been implemented and why?
40. What have been the negative consequences emanating from the programme if any?
41. What are the lessons that can be learnt from VAA programme?

TOOL 5: KEY INFORMANT INTERVIEW (KI) GUIDE FOR INTERNATIONAL COOPERATING PARTNERS

EVALUATION OF THE SADC REGIONAL VULNERABILITY ASSESSMENT AND ANALYSIS (RVAA) PROGRAMME 2017-2022 INTERNATIONAL COOPERATING PARTNERS KII GUIDE No: _____		
Introduction		
<p>We are Evaluators from the World Food Programme (WFP) and have been commissioned by a consortium of organizations to conduct an Evaluation of the SADC Regional Vulnerability Assessment and Analysis Programme (RVAA) Phase III (2017-2022). The consortium includes SADC Secretariat (coordinating the Programme), the UK's Foreign Commonwealth and Development Office –FCDO and the Swiss Agency for Development and Co-operation – SDC (providing financial support), and WFP and Landell Mills (providing technical support). The goal of the RVAA programme is to support resilient and sustainable rural and urban livelihoods, environments, and institutions in reducing poverty and enhancing well-being in the SADC Region by strengthening and institutionalizing the region's vulnerability analysis and assessment system.</p> <p>You have been purposively selected to respond to some questions that are intended to generate information to establish how far the programme has gone towards achieving the planned targets and intended results. Your participation is voluntary. If you agree to participate and later change your mind, even then, you are free to opt out.</p> <p>During this interview I will write down your responses. Later these notes will be typed onto a computer. We will not use the information in any way that will enable others to identify you as its source. This Evaluation should lead to improvements in how governments anticipate vulnerabilities and plan to prevent and minimize deprivation while ensuring wellbeing among the people of this country /SADC region.</p>		
CONSENT		
Would you like us to proceed with the interview?	Yes	No (Go to next respondent)
To make sure our record of the interview is accurate we would like to make an audio-recording of the interview. Can we proceed to record?	Yes	No (Proceed to interview without recording)
BACKGROUND INFORMATION AND CODING		
Name of Country		
Name of District		
Name of Organization		
Name of Interviewer		
Date of Interview (day/month/year)		
Start Time of Interview (hour/minutes)		
Sex of Respondent	1 = Female 2 = Male	
Position /Role in the organization	_____	
1 Period Serving in this role	_____Years	

A. Relevance

1. How well has the RVAA Programme aligned to the needs, priorities and policies of your country at design stage, and during implementation or now?
2. How well has the RVAA Programme been able to adapt and be responsive to emerging needs and changing contexts such as incorporation of emerging information needs for Climate change, Chronic poverty, Urban vulnerability, Gender, HIV/AIDS, and Nutrition?

3. How has the program integrated emerging issues of Climate change, Chronic poverty, Urban vulnerability, Gender, HIV/AIDS, and Nutrition into your annual assessments and what internal and external factors enabled or constrained its achievement?
4. How was your participation in the design of the project and also during implementation?
5. What is the extent to which the design of the programme is relevant to the achievement of the stated final outcome of Institutionalisation and sustainability of the VAA systems?

B. Effectiveness

6. Is there evidence of increased legitimacy, credibility and influence of the RVAA Programme at national and regional levels? Please elaborate on each evidence example cited.
7. To what extent has the programme been responsive to changing context including shocks? (Conflicts, Covid-19 pandemic etc.); and what internal and external factors enabled or constrained its achievement?
8. What are the key achievements and challenges of the technical assistance offered by WFP and Landed Mills?

C. Value for Money

- Economy
9. Were activities delivered on time and on budget?
 - Efficiency
 10. Was the implementation of the programme done using the most efficient methods compared to other alternatives without compromising quality of the outputs? Please provide other alternatives of implementation and also comment on the quality of the outputs.
 11. How effective were the co-ordination mechanisms that were put in place?
 12. Were the management structures and implementation modalities effective?
 13. Were the project personnel available adequate for the programme?
 14. Was the cost of the programme justified in relation to the quality of the project benefits?

D. Equity

15. Were you aware of the RVAA programme products and services that were available to you?
16. Was the principle of leave no one behind and rights-based approach applied during programme formulation and implementation? Also consider gender issues i.e., participation of men, women and youth during project design, formulation and benefits sharing.

E. Value Added

17. What additional benefits did the program bring to the member states.

F. Sustainability

18. Is the RVAA system sustainable beyond the current donor funded cycle?

G. Coherence

19. Are there any contradictions of the programme with national policies that have constrained implementation and achievement of results?
20. Is there complementarity of the programme with the actions of different actors and is there sufficient co-ordination?

H. Impact

21. Has the RVAA Programme influenced emergency and developmental policy and programming?

Lessons Learnt /Good practices /Recommendations.

22. What are the lessons learnt from RVAA programme?

23. What are the 3 key recommendations would like to make for improving and sustaining VAAs in the region?

We have come to the end of the interview.

Thank you.

QUESTIONNAIRE 6: KEY INFORMANT INTERVIEW (KII) GUIDE FOR SERVICE PROVIDERS

EVALUATION OF THE SADC REGIONAL VULNERABILITY ASSESSMENT AND ANALYSIS (RVAA) PROGRAMME 2017-2022 SERVICE PROVIDERS KII GUIDE No: _____		
Introduction		
<p>We are independent evaluators commissioned by a consortium of partners to conduct a Final Evaluation of the SADC Regional Vulnerability Assessment and Analysis Programme (RVAA) Phase III (2017-2022). The consortium includes SADC Secretariat (coordinating the Programme), the UK's Foreign Commonwealth and Development Office –FCDO and the Swiss Agency for Development and Co-operation –SDC (providing financial support), and WFP and Landell Mills (providing technical support). The goal of the RVAA programme is to support resilient and sustainable rural and urban livelihoods, environments, and institutions in reducing poverty and enhancing well-being in the SADC Region by strengthening and institutionalizing the region's vulnerability analysis and assessment system.</p> <p>You have been purposively selected to respond to some questions that are intended to generate information to establish how far the programme has gone towards achieving the planned targets and intended results. Your participation is voluntary. If you agree to participate and later change your mind, even then, you are free to opt out.</p> <p>During this interview I will write down your responses. Later these notes will be typed onto a computer. We will not use the information in any way that will enable others to identify you as its source. This Evaluation is expected to inform the way governments anticipate vulnerabilities and plan to prevent and minimize deprivation while ensuring wellbeing among the people of this country /SADC region.</p>		
CONSENT		
Would you like us to proceed with the interview?	Yes	No (Go to next respondent)
To make sure our record of the interview is accurate we would like to make an audio-recording of the interview. Can we proceed to record?	Yes	No (Proceed to interview without recording)
BACKGROUND INFORMATION AND CODING		
1.1 Name of Country		
1.2 Name of District		
1.3 Name of Organisation		
1.4 Name of Interviewer		
1.5 Date of Interview (<i>day/month/year</i>)		
1.6 Start Time of Interview (<i>hour/minutes</i>)		
1.7 Sex of Respondent	1 = Female 2 = Male	
1.7 Position /Role in the organisation	_____	
1.8 Period Serving in this role	_____ Years	

A. Relevance

1. In what ways and how has the design of the RVAA programme for phase three 2017-2022 distinctly contributed to desirable /and or undesirable changes? Please specify the desirable and undesirable changes that have come about, including any related to gender and disability.

2. To what extent did the design of the RVAA programme consider the available capacities
3. Please indicate (explaining how) the specific factors internal (within the control of the programme stakeholders) and external (outside the control of the programme stakeholders) have enabled or constrained the achievement of programme results.
4. What in your view have been the key improvements in the quality of collection, management and use of specific vulnerabilities (including gender and disability) disaggregated VAA information and products in Member States and at regional and international levels brought about by the technical assistance offered by WFP and Lindell Mills? Please indicate as many of the key improvements and challenges as you can.
5. Please tell me the specific changes (if any) that the RVAA programme has brought about since 2017 in the quality of managing emergencies and other unanticipated occurrences such as Covid-19 among other in an inclusive, including gender sensitive manner, and how each of the changes (if any) was brought about.
6. Please describe while citing examples, how differently the RVAA programme has since influenced national, regional, continental and global positions and decisions on addressing vulnerability in the SADC region compared to previously.

B. Effectiveness

7. Please describe how since 2017, the policy and information products produced from VAAs have been made to be easier to access by more stakeholders and users (indicating by the categories of stakeholders and users) who could find them useful including those working on women and children, describing why you say they are now better accessible than before 2017.
8. Drawing on your experiences /observations, describe the verifiable indications demonstrating that technical capacity of NVACs or Member States to conduct policy analysis and advocacy using quality VAA information and products that are gender disaggregated has improved or not improved, citing specific examples where NVACs or Member States have improved or not improved since 2017.
9. Giving your reasons of why you say so, please describe what you consider as the key roles and responsibilities of the SADC Secretariat in promoting sustainable VAA efforts that have been fulfilled well thus far, and which ones have not been fulfilled well or not fulfilled at all.
10. In what ways have Technical Working Groups at national & regional levels improved in number, representation of women, and effectiveness of coverage of the key issues facing VAAs in SADC since 2017?

C. Value for Money /Efficiency

11. Please describe for me what you would consider to be value for money (VfM), and giving specific examples, why you think the RVAA programme delivered or did not deliver Value for Money (VfM)?
12. Indicate the activities of the programme that have not been implemented on time and explain why each has not been implemented on time.
13. In your experience, please indicate which aspects of the RVAA programme could have been implemented to achieve set targets with less resources, and which aspects could have benefited from more resources in order to achieve set targets better? Please describe how this could have been done at regional and national levels?
14. Please indicate whether or not VAA information and products have improved to include specific needs of women, children and young people, and people with disabilities giving specific examples.

D. Sustainability

15. What are the new /unresolved challenges encountered since 2017 that are likely to affect institutionalisation (ownership and integration of VAA in policies and business as usual operations of Member States) and sustenance of VAAs beyond March 2022 at regional level and national level?

E. Coherence

16. To what extent is the SADC RVAA programme aligned with relevant SADC programmes?

17. Are there any contradictions of the programme with national policies that have constrained implementation and achievement of results?
18. In what ways would you say the programme governance arrangements including the working relationships between the SADC Secretariat and the Steering Committee, RVAC, MANCO and the NVAC, has contributed or not contributed towards improved ownership and sustainability of VAA at regional and national levels.
19. Is there complementarity of the programme with the actions of different actors and is there sufficient co-ordination?
20. In your experience, has the functions and relationships between the RVAA programme Technical Support Team (RTST) and the SADC Secretariat's core /mainstream programme functions in DRR, FANR, M&E, MIS /Statistics, Communication, and other sectoral programs /units been promotive of sustainable institutionalisation of RVAA or not. Please explain your views indicating where the relationships have been strong and /or weak.
21. What else could have been done to ensure that the functional relationships between the RVAA programme Technical Support Team (RTST) and the SADC Secretariat's core /mainstream programme functions would have better promoted sustainable institutionalisation of RVAA.
22. Going forward post RVAA programme phase III ending March 2022, what do you foresee as the role of the SADC Secretariat in VAAs, and why?

F. Impact

23. Please indicate citing specific themes, the good practices (if any) that have been identified, documented and shared (including quality issues in those practices) on how the VAA information and products have been used, including to address gender inequality by:
 - a. Member States
 - b. International Co-operating Partners (ICPs)
 - c. CSOs
 - d. Other (specify)
24. Would you say that VAA has now been sufficiently institutionalised or integrated in business-as-usual operations of SADC Member States and at regional level? Giving examples, please explain why you say so, highlighting any challenges that exist.
25. Please indicate and explain your views with regards to the capacity of the SADC Secretariat and Member States to manage data, information and knowledge on VAA now and post March 2022 when current donor funding will have ended?
26. What are the challenges with the management of data, information and knowledge on VAA at regional and national levels in SADC, and how can these challenges be addressed for improvement?

G. Lessons Learnt /Good practices /Recommendations.

27. What are the lessons learnt by your organization from the SADC RVAA programme?
28. In what ways /to what extent has the recommendations of the mid-term review been considered or not to improve VAAs? Please take time to explain why you say so?
29. If you were tasked to design the RVAA programme all over again, what are the things that you would rather avoid emphasizing or doing at all, and what would you rather emphasize more to ensure the sustainability and use of gender and disability sensitive VAA?

We have come to the end of the interview.

Thank you.

QUESTIONNAIRE 7: KEY INFORMANT INTERVIEW (KII) GUIDE FOR DONORS

EVALUATION OF THE SADC REGIONAL VULNERABILITY ASSESSMENT AND ANALYSIS (RVAA) PROGRAMME 2017-2022 DONORS KII GUIDE No: _____	
Introduction	
<p>We are independent evaluators commissioned by a consortium of partners to conduct a Final Evaluation of the SADC Regional Vulnerability Assessment and Analysis Programme (RVAA) Phase III (2017-2022). The consortium includes SADC Secretariat (coordinating the Programme), the UK's Foreign Commonwealth and Development Office –FCDO and the Swiss Agency for Development and Co-operation –SDC (providing financial support), and WFP and Landell Mills (providing technical support). The goal of the RVAA programme is to support resilient and sustainable rural and urban livelihoods, environments, and institutions in reducing poverty and enhancing well-being in the SADC Region by strengthening and institutionalizing the region's vulnerability analysis and assessment system.</p> <p>You have been purposively selected to respond to some questions that are intended to generate information to establish how far the programme has gone towards achieving the planned targets and intended results. Your participation is voluntary. If you agree to participate and later change your mind, even then, you are free to opt out.</p> <p>During this interview I will write down your responses. Later these notes will be typed onto a computer. We will not use the information in any way that will enable others to identify you as its source. This Evaluation is expected to inform the way governments anticipate vulnerabilities and plan to prevent and minimize deprivation while ensuring wellbeing among the people of this country /SADC region.</p>	
CONSENT	
BACKGROUND INFORMATION AND CODING	
1.1 Name of Country	
1.2 Name of District	
1.3 Name of Organisation	
1.4 Name of Interviewer	
1.5 Date of Interview (<i>day/month/year</i>)	
1.6 Start Time of Interview (<i>hour/minutes</i>)	
1.7 Sex of Respondent	1 = Female 2 = Male
1.7 Position /Role in the organisation	_____
1.8 Period Serving in this role	_____Years

A. Relevance

- How has the design of the RVAA programme for phase three 2017-2022 distinctly contributed to desirable or undesirable changes in: Legitimacy of VAA (an accepted, trusted, respected authentic source of data /information, that is integrated as a part of business as usual operations and structure); Credibility of VAA (trustworthy, dependable, and relied upon as an evidence base for policy and other decisions); and Influence of VAA (powerful, persuasive and convincing resulting in change policy, programming or in the way of doing things)?
- In your view, what are the key achievements and challenges of the technical assistance offered by WFP and Landell Mills with regards to improving the collection and use of VAA information in Member States and at regional and international levels? Please indicate as many of the key achievements and challenges as you can.

3. Describe while citing examples, how (if at all) the RVAA programme has influenced national, regional, continental and global positions and decisions on addressing vulnerability in the SADC region.

B. Effectiveness

4. Please indicate if the policy and information products produced from VAAs are easily accessible to all stakeholders and users who could find them useful, describing why (if at all) you say that they are easily accessible.
5. Please tell me if, and how the RVAA programme have been affected by emergencies and other unanticipated occurrences such as Covid-19, Climate change, among others, and what coping mechanisms (if any) have been put in place?

C. Value for Money /Efficiency

6. Please describe what you would consider to be value for money (VfM), and why you think the RVAA programme delivered or did not deliver Value for Money (VfM)?
7. In your experience, please indicate which aspects of the RVAA programme could have been implemented to achieve set targets with less resources?
8. Which aspects could have benefited from more resources in order to achieve set targets?

D. Sustainability

9. Giving specific reasons, please explain whether in your view, SADC Member States and the SADC Secretariat will be ready to continue and sustain or not, implementation of the RVAA programme at regional and national levels beyond the end of current donor funded phase in March 2022?
10. What else still needs to be done to guarantee that the RVAA programme will continue to be implemented effectively post current donor funding ending in March 2022?

E. Impact

11. Would you say that VAA has now been sufficiently institutionalised or integrated in business-as-usual operations of SADC Member States and at regional level? Please explain why you consider it to be the case.
12. Please indicate and explain your views with regards to the capacity of the SADC Secretariat and Member States in managing data, information and knowledge on VAA now and post March 2022 when current donor funding will have ended?

F. Lessons Learnt /Good practices /Recommendations

13. Would you say that the recommendations of the mid-term review have been considered or not to improve VAAs? Please take time to explain.
14. If you were requested to fund the RVAA programme all over again, what are the things that you would rather avoid emphasizing or doing at all? What would you rather emphasize more to ensure the sustainability and use of VAA?

We have come to the end of the interview.

Thank you.

SURVEY 8: SURVEY QUANTITATIVE QUESTIONNAIRE – NVAC MEMBERS & USERS

EVALUATION OF THE SADC REGIONAL VULNERABILITY ASSESSMENT AND ANALYSIS (RVAA) PROGRAMME 2017-2022 QUANTITATIVE SURVEY QUESTIONNAIRE No: _____		
<p>Introduction</p> <p>We are independent evaluators commissioned by a consortium of partners to conduct a Final Evaluation of the SADC Regional Vulnerability Assessment and Analysis Programme (RVAA) Phase III (2017-2022). The consortium includes SADC Secretariat (coordinating the Programme), the UK's Foreign Commonwealth and Development Office –FCDO and the Swiss Agency for Development and Co-operation – SDC (providing financial support), and WFP and Landell Mills (providing technical support). The goal of the RVAA programme is to support resilient and sustainable rural and urban livelihoods, environments, and institutions in reducing poverty and enhancing well-being in the SADC Region by strengthening and institutionalizing the region's vulnerability analysis and assessment system.</p> <p>You have been purposively selected to respond to some questions that are intended to generate information to establish how far the programme has gone towards achieving the planned targets and intended results. Your participation is voluntary. If you agree to participate and later change your mind, even then, you are free to opt out.</p> <p>During this interview I will write down your responses. Later these notes will be typed onto a computer. We will not use the information in any way that will enable others to identify you as its source. Our hope is that this Evaluation will lead to improvements in the help outside organisations provide to you and to other people in this area and living in similar places. Shall we begin?</p>		
CONSENT		
Would you like us to proceed to with the interview?	Yes	No (Go to next respondent)
To make sure our record of the interview is accurate we would like to make an audio-recording of the interview. Can we proceed to record?	Yes	No (Proceed to interview without recording)
BACKGROUND INFORMATION AND CODING		
1.1 Name of Country		
1.2 Name of District		
1.3 Name of Organisation		
1.4 Name of Interviewer		
1.5 Date of Interview (<i>day/month/year</i>)		
1.6 Start Time of Interview (<i>hour/minutes</i>)		
1.7 Sex of Respondent	1. Female 2. Male	
1.7 Position /Role in the organisation	_____	
1.8 Period Serving in this role	_____Years	
<p>Criteria 1: Relevance: Extent to which the programme was relevant, that is responding to the priority areas of partners and target countries</p> <p>Final Outcome: Institutionalised and sustainable VAA systems that enhance emergency and developmental responses at national and regional levels.</p>		
Are there any existing policies, strategic documents, and/ or interventions that have been developed using VAA information?	1. Yes 2. No	

If yes to Q1. above list the policies by title:	1: 2: 3: 4: 5:
Have the following issues been integrated in annual VAA studies? Please respond yes or no.	Climate change 1. Yes 2. No
	Chronic poverty 1. Yes 2. No
	Urban vulnerability 1. Yes 2. No
	Gender 1. Yes 2. No
	HIV & AIDS 1. Yes 2. No
Nutrition 1. Yes 2. No	
Did the country produce the NVAA report for 2019/ 2020 period?	1. Yes 2. No
Please rate the extent to which NVAA report for 2019/2020 was improvement in conformity to the harmonised SADC RVAA reporting format	1. Full conformity with SADC format 2. Partial conformity with SADC format 3. No conformity with SADC format 4. Followed format but some information was missing. 5. Did not submit report
To what extent have VAA information products been relied upon as an evidence base to inform decisions, improve preparedness and responsiveness to vulnerability and emergencies.	1. To a great extent 2. Somewhat 3. To a lesser extent 4. Not at all
Criteria 2: Effectiveness: Extent to which the programme has achieved its planned results (outputs and outcomes)	
Immediate outcome 2: Integration of VAA into planning and M&E systems	
Does the NVAC have a data, information and knowledge management system and M&E system?	1. Yes 2. No
Do MS include key FNS indicators in national and sectoral policies &/or programmes	2. Yes 3. No
Immediate Outcome 3: Relevant multi-sectoral and multi-agency stakeholder participation and decentralisation	
How would you rate the level of participation of key stakeholders in NVAA?	1. Very good 2. Good

	<ol style="list-style-type: none"> 3. Average 4. Poor 5. Very poor
Output 1: NVAC VAA approaches, and methods are strengthened, harmonised and integrated	
To what extent have planned outputs been delivered or not delivered?	<ol style="list-style-type: none"> 1. To a great extent 2. Somewhat 3. To a lesser extent 4. Not at all
Output 2: Relevant technical capacity supported for NVAC & SADC secretariat	
Does the country have a constituted and functional NVAC that conducts /coordinate NVAAs in accordance with the RVAA programme?	<ol style="list-style-type: none"> 1. Yes 2. No
Please list down the challenges faced that are affecting the effective functionality of the NVAC?	<ol style="list-style-type: none"> 1. Capacity 2. Funding 3. Level of effort 4. Political support
Output 3: NVAC capacity for policy analysis and advocacy strengthened.	
If NVAC, have you received any support in conducting policy analysis using VAA information	<ol style="list-style-type: none"> 1. Yes 2. No
What are the capacity gaps for policy analysis and advocacy that exist at the NVAC and at regional levels	<ol style="list-style-type: none"> 1. Capacity 2. Funding 3. Level of effort 4. Political support
How many policy briefs and information products produced from the NVAA have you received since 2017 (Indicate number or None)	<ol style="list-style-type: none"> 1. None 2. 1 to 5 3. 6 to 10 4. More than 10
Where did you get the policy briefs and information products produced from the NVAA from?	<ol style="list-style-type: none"> 1. Workshop 2. Media 3. Social Media 4. Internet download 5. Other.....
Criteria 3: Efficiency /Value for money: Extent to which the programme results demonstrate timelines and value for money spent	
How would you rate the timeliness of program delivery?	<ol style="list-style-type: none"> 1. Very good 2. Good 3. Average 4. Poor

	5. Very poor
How would you rate the effectiveness of program delivery?	1. Very good 2. Good 3. Average 4. Poor 5. Very poor
Please rate the responsiveness of the program to natural disasters such as cyclones, floods and droughts in the affected member states?	1. Very good 2. Good 3. Average 4. Poor 5. Very poor
To what extent do the programme processes, strategies and implementation plan /schedule explain each output and outcome?	1. To a great extent 2. Somewhat 3. To a lesser extent 4. Not at all
To what extent do the programme processes, strategies and implementation plan /schedule align to those of government and key partners in the country?	1. To a great extent 2. Somewhat 3. To a lesser extent 4. Not at all
Criteria 4: Sustainability: Extent to which the RVAA programme can continue to be implemented successfully when current funding has ended	
Immediate Outcome 1: NVACs/VAA are incorporated into government administrative & financial structures 1	
Does the country have an approved VAA phase out plan post March 2021 when current donor funding will have ended?	1. Yes 2. No
Does the country have dedicated VAA personnel in Government?	1. Yes 2. No
Does the country have specific policy/legislative position or guidelines empowering the host ministry/department with VAA	1. Yes 2. No
To what extent are the programme processes and outputs acceptable and integrated into the MS policies, strategic documents, and/ or intervention?	1. To a great extent 2. Somewhat 3. To a lesser extent 4. Not at all
Output 6: Approved budgets for RVAA phase out plans by MS and SADC Secretariat	
Are there any MOUs or commitments entered into between Government with the intention to fund VAA activities after current donor funding has stopped?	1. Yes 2. No
Are RVAA systems likely to be continued after the current donor funding has ended?	1. Yes 2. No

Are there any sustainability measures in the VAA programme?	1. Yes 2. No
Has the programme been affected by Covid-19?	1. Yes 2. No
Criteria 5: Impact: Extent /ways in which VAA information products have caused improved preparedness and responsiveness to vulnerability /natural disasters and emergencies /improved livelihoods	
Output 4: RVAA information products visible, accessible, and influential to policies, strategies, and programmes	
Is there a VAA data, information and knowledge management system in the country?	1. Yes 2. No
What are the major challenges facing the VAA data, information and knowledge management system?	1. Capacity 2. Funding 3. Level of effort 4. Political support
Have your information needs been addressed by NVAA system?	1. Yes 2. No
How would you rate the accessibility of VAA information products?	1. Easily accessible 2. Accessible 3. Difficult to access 4. Not accessible 5. Can't tell
Are the channels used to transmit the information user- friendly?	1. Yes 2. No
In what ways has the VAA information and products been used for advocacy for the support and improvement of VAA?	1. To a great extent 2. Somewhat 3. To a lesser extent 4. Not at all
What improvements would you suggest for a better advocacy strategy of the programme?	1. Capacity 2. Funding 3. Level of effort 4. Political support
To what extent are the targeted advocacy policy briefs and information products available online for government, academia, ICPs, at a national level, effective?	1. To a great extent 2. Somewhat 3. To a lesser extent 4. Not at all
How would you rate the RVAA programmes influence in the way MS formulate policies, strategic documents, and/ or conduct interventions?	1. Very influential 2. Somewhat influential 3. Neither influential nor uninfluential

	4. Somewhat uninfluential
We have come to the end of the interview. Thank you	

Annex 12. QuIP Data Collection Tools

TOOL 9 KEY INFORMANT INTERVIEW (KI) QUIP MODIFIED SEMI STRUCTURED QUESTIONNAIRE FOR GOVERNMENT OFFICIALS, NVAC COMMITTEE MEMBERS & FGDs

<p>EVALUATION OF THE SADC REGIONAL VULNERABILITY ASSESSMENT AND ANALYSIS (RVAA) PROGRAMME 2017-2022</p> <p>GOVERNMENT OFFICIALS AND NVAC MEMBERS</p> <p>SEMI STRUCTURED INTERVIEW QUESTIONNAIRE No: _____</p>		
<p>NVACs have a direct stake in the evaluation and an interest in learning from the program experience to inform their decision-making. They are responsible for the programme's performance and achievement of results. They (NVAC) manage the planning and implementation of VAA processes at country level. Government Officials are often users of VAA information products together with other non-NVAC Stakeholders such as development agencies.</p> <p>Objectives:</p> <ul style="list-style-type: none"> Evaluate the program performance based on the criteria of Relevance, Effectiveness, efficiency and Impact. A key learning objective would be lessons learnt. The interviewer will re-emphasize the timeframe for which this questionnaire refers 2017-2021 <p>Introduction: You have been purposively selected to respond to some questions that are intended to generate information to establish how far the programme has gone towards achieving the planned targets and intended results. Your participation is voluntary. If you agree to participate and later change your mind, even then, you are free to opt out.</p> <p>During this interview I will write down your responses. Later these notes will be typed onto a computer. We will not use the information in any way that will enable others to identify you as its source. Our hope is that this Evaluation will lead to improvements in the help outside organisations provide to you and to other people in this area and living in similar places. Shall we begin?</p>		
CONSENT		
Would you like us to proceed with the interview?	Yes	No (Go to next respondent)
To make sure our record of the interview is accurate we would like to make an audio-recording of the interview. Can we proceed to record?	Yes	No (Proceed to interview without recording)
BACKGROUND INFORMATION AND CODING		
1.1 Name of Country		
1.2 Name of District		
1.3 Name of Organisation		
1.4 Name of Interviewer		
1.5 Date of Interview (<i>day/month/year</i>)		

1.6 Start Time of Interview (<i>hour/minutes</i>)	
1.7 Sex of Respondent	1 = Female 2 = Male
1.7 Position /Role in the organisation	_____
1.8 Period Serving in this role	_____ Years
The following question refer generally to your experiences with the NVAC over the last five years.	

Domain 1: Relevance

1. Have there been any changes in the type of VAA information products your organization has produced/Received over the last five years?
2. What is the main reason for these changes?
3. Do you feel that these changes are positive?
4. How has the NVACs ability to produce targeted VAA information in a predictable and timely manner changed in the last 5 years?
5. What specific technical capacity support has the NVAC received for this program and how has this contributed towards the expected outcomes.

Overall has the NVAC's ability to produce high quality targeted information changed over the past 5 years for Worse/ Better/Same/ Not sure?

Domain 2: Effectiveness

6. Has there been a change in the use of VAA information by government in the last 5 years? Do you know what led to these changes?
7. Have there been any significant changes over the last 5 years of ways VAA information products have been used in responsiveness to vulnerability, emergencies, and livelihoods?
8. Has there been a change in the use of VAA information by development actors in the last 5 years? Do you know what led to these changes?
9. How has the ability of the NVAC to adapt and respond to changes in its operational context changed over the last five years?

Over the past 5 years has use of VAA information by government...

Improved/Worsened/Same/ Not sure

Over the past 5 years has use of VAA information by development actors:

Improved/Worsened/Same/ Not sure

Domain 3: Coherence

10. Have there been any changes in the complementarity/consistency of the SADC RVAA programme with the relevant (a) national polices (b) SADC programs and (c) other actors over the last 5 years? What has changed and what are the reasons?

Overall has the programs coherence with the relevant stakeholders Increased/Decreased/Stayed the same/Don't know?

Domain 4. Sustainability

11. Has anything changed in the relationship and integration of NVAC within government over the last five years?
12. How was this integration of NVAC within Government effected?
13. Over the last five years has government funding for VAA changed?

14. What is the extent of funding of VAA by the national governments and how has this changed, if at all, during the course of the programme?
15. Over the last five years has political will in support of VAA changed?
16. Do you know what led to these changes?
17. Which aspects of the NVAC are likely to continue and which are not after the current donor cycle?
18. How do you think the programs technical capacities are likely to evolve and what are the risks of regress?

Overall, compared to five years ago, do you feel that political will in support of VAA is Better/Same/Worse?

Domain 4: Value for Money

19. In your view, what ways were the main resources used differently (if at all) compared to five years ago and how could they have been better used?
20. Have there been any multiplier effect benefits resulting from the program over the last five years?
21. How (if at all) has social inclusion and gender matters been addressed in the program and have any barriers to inclusion been overcome?

*Overall, compared to the previous phase, to what extent do you feel the program has achieved value for money?
Improved / No change/ Worsen/ Not sure*

Domain 5: Efficiency

22. Can you think of anything over the last 5 years that has made a significant difference to the RVAA programme results? Please explain how?

(Only ask the following question if technical service providers are not mentioned above)

23. What are the key achievements and challenges of the technical assistance offered by (a) WFP and (b) LM to the program?

*Overall, to what extent do you feel the technical service provided by WFP has efficiently achieved program results
Very efficiently / Partially efficiently / Not efficiently*

*Overall, to what extent do you feel the technical service provided by LM has efficiently achieved program results
Very efficiently / Partially efficiently / Not efficiently*

Domain 6: Impact

24. Has anything changed in the way Government use VAA information in planning and Budgeting processes?
25. Has anything changed in the way Government use VAA information in Policy formulation and monitoring?
26. What are the positive and/or negative effects of the programme? What were the causes?

Overall, compared to five years ago, how positive/ confident do you feel about the ability of NVAC to achieve its objectives for the next 5 years?

Much more confident/ a little more confident/ much less confident?

TOOL 10: FOCUS GROUP DISCUSSION GUIDE FOR NVAC STAKEHOLDERS DISCUSSION

<p>EVALUATION OF THE SADC REGIONAL VULNERABILITY ASSESSMENT AND ANALYSIS (RVAA) PROGRAMME 2017-2022</p> <p>NVAC FGD GUIDE No: _____</p>		
<p>Introduction: You have been purposively selected to participate in this discussion that is intended to generate information to establish how far the programme has gone towards achieving the planned targets and intended results. Your participation is voluntary. If you agree to participate and later change your mind, even then, you are free to opt out.</p> <p>We will not use the information in any way that will enable others to identify you as its source. Our hope is that this Evaluation will lead to improvements in the help outside organisations provide to you and to other people in this area and living in similar places. Shall we begin?</p>		
CONSENT		
Would you like us to proceed to with the interview?	Yes	No (Go to next respondent)
To make sure our record of the interview is accurate we would like to make an audio-recording of the interview. Can we proceed to record?	Yes	No (Proceed to interview without recording)
BACKGROUND INFORMATION AND CODING		
1.1 Name of Country		
1.2 Name of District		
1.3 Name of Organisation		
1.4 Name of Interviewer		
1.5 Date of Interview (<i>day/month/year</i>)		
1.6 Start Time of Interview (<i>hour/minutes</i>)		
1.7 Sex of Respondents Participants (Numbers)	__ = Female __ = Male	

Facilitator/Note-Taker Instructions:

- Modify/adapt questions as appropriate to the key informant's focus.
- For each question, facilitators should probe as indicated and appropriate. Please note that the questions are intended to serve as a guide, not a script.
- Keep within the allotted time.
- Take detailed notes on responses, focusing on key points, using the template.

INTRODUCTION: PARTICIPANT AGENCY/ORGANIZATION/DEPARTMENTS

- Can you tell me a bit about your organization/agency/Department? [TAILOR PROBES]

DEPENDING ON PARTICIPANTS]

- PROBE: What is your organization's/agency's/Department mission? What communities do you work in/with? Who are your main clients/audiences or beneficiaries of your programs or activities?
- Moderator then gives a scripted background of the RVAA program with specific emphasize of the period 2017-2021

DISCUSSIONS ALONG DOMAINS

The following question refer generally to your experiences in the RVAC/NVAC over the last five years.

Domain 1: Relevance

1. Have there been any changes in the type of VAA information products your organization has produced/Received over the last five years? What were these changes? What is the main reason for these changes?
2. Do you feel that these changes are positive?
3. How has the NVACs ability to produce targeted VAA information in a predictable and timely manner changed in the last 5 years? Why is this so?
4. What specific technical capacity support has the NVAC received for this program and how has this contributed towards the expected outcomes.

Domain 2: Effectiveness

5. Has there been a change in the use of VAA information by government in the last 5 years? Do you know what led to these changes?
6. Have there been any significant changes over the last 5 years of ways VAA information products have been used in responsiveness to vulnerability, emergencies, and livelihoods?
7. Has there been a change in the use of VAA information by development actors in the last 5 years? Do you know what led to these changes?
8. How has the ability of the NVAC to adapt and respond to changes in its operational context changed over the last five years?

Domain 3: Coherence

9. Have there been any changes in the complementarity/consistency of the SADC RVAA programme with the relevant (a) national policies (b) SADC programs and (c) other actors over the last 5 years? What has changed and what are the reasons?
10. Are there any incidents of inconsistency of the program with SADC programs/Policies? How could this be addressed?

Domain 4: Sustainability

11. Has anything changed in the relationship and integration of NVAC within government over the last five years?
12. How was this integration of NVAC within Government effected?
13. Over the last five years has government funding for VAA changed?
14. Over the last five years has political will in support of VAA changed?
15. Do you know what led to these changes?
16. Which aspects of the NVAC are likely to continue and which are not after the current donor cycle?
17. How do you think the programs technical capacities are likely to evolve and what are the risks of regress?

Domain 5: Value for Money

18. In your view, what ways were the main resources used differently (if at all) compared to five years ago and how could they have been better used?
19. Have there been any multiplier effect benefits resulting from the program over the last five years?
20. How (if at all) has social inclusion and gender matters been addressed in the program and have any barriers to inclusion been overcome?

Domain 6: Efficiency

21. Can you think of anything over the last 5 years that has made a significant difference to the RVAA programme results? Please explain how?
22. What are the key achievements and challenges of the technical assistance offered by (a) WFP and (b) LM to the program?

Domain 7: Impact

23. Has anything changed in the way Government use VAA information in planning and Budgeting processes?
24. Has anything changed in the way Government use VAA information in Policy formulation and monitoring?
25. What are the positive and/or negative effects of the programme? What were the causes?

CLOSING

- Thinking about the future, if you could do one thing to improve the RVAA program going forward, what would it be?
 - What individuals/organizations would lead or should lead this effort?

Thank you so much for your time and sharing your opinions. We really value your feedback and help in making this assessment successful. Before we end the discussion, is there anything you would like to add?

TOOL 11 KEY INFORMANT INTERVIEW (KII) SEMI STRUCTURED QUESTIONNAIRE FOR GOVERNMENT NON-NVAC MEMBERS & OTHER USERS (NGOs)

EVALUATION OF THE SADC REGIONAL VULNERABILITY ASSESSMENT AND ANALYSIS (RVAA) PROGRAMME
2017-2022

GOVERNMENT OFFICIALS AND NVAC MEMBERS

SEMI STRUCTURED INTERVIEW QUESTIONNAIRE No: _____

NVACs have a direct stake in the evaluation and an interest in learning from the program experience to inform their decision-making. They are responsible for the programme's performance and achievement of results. They (NVAC) manage the planning and implementation of VAA processes at country level. Government Officials are often users of VAA information products together with other non-NVAC Stakeholders such as development agencies.

Objectives:

- Evaluate the program performance based on the criteria of Relevance, Effectiveness, efficiency and Impact. A key learning objective would be lessons learnt.
- The interviewer will re-emphasize the timeframe for which this questionnaire refers 2017-2021

Introduction: You have been purposively selected to respond to some questions that are intended to generate information to establish how far the programme has gone towards achieving the planned targets and intended results. Your participation is voluntary. If you agree to participate and later change your mind, even then, you are free to opt out.

During this interview I will write down your responses. Later these notes will be typed onto a computer. We will not use the information in any way that will enable others to identify you as its source. Our hope is that this Evaluation will lead to improvements in the help outside organisations provide to you and to other people in this area and living in similar places. Shall we begin?

CONSENT		
Would you like us to proceed with the interview?	Yes	No (Go to next respondent)
To make sure our record of the interview is accurate we would like to make an audio-recording of the interview. Can we proceed to record?	Yes	No (Proceed to interview without recording)

BACKGROUND INFORMATION AND CODING

1.1 Name of Country	
1.2 Name of District	
1.3 Name of Organisation	
1.4 Name of Interviewer	
1.5 Date of Interview (<i>day/month/year</i>)	
1.6 Start Time of Interview (<i>hour/minutes</i>)	
1.7 Sex of Respondent	1 = Female

	2 = Male
1.7 Position /Role in the organisation	_____
1.8 Period Serving in this role	_____ Years
The following question refer generally to your experiences with the NVAC over the last five years.	

Domain 1: Credibility

1. Have there been any changes in the type of VAA information products your organization has received over the last five years?
2. What is the main reason for these changes?
3. How has the quality of assessments changed in the last 5 years? Are things different compared to 5 years ago?
4. Do you feel that these changes are positive?
5. In your assessment how has the NVACs ability to produce targeted VAA information in a predictable and timely manner changed in the last 5 years?
6. Has there been a change in their (NVAC) ability to meet your information needs?
7. In your assessment how has the NVAC's ability to produce high quality targeted information changed over the past 5 years?

Domain 2: Influence

8. Has there been a change in the use of VAA information by your organization in the last 5 years?
9. Have there been any significant changes over the last 5 years of ways VAA information products have been used in responsiveness to vulnerability, emergencies and livelihoods?
10. Has anything changed in the way Government use VAA information in planning and Budgeting processes?
11. Has anything changed in the way Government use VAA information in Policy formulation and monitoring?
12. Are you aware of any changes in the use of VAA information by development actors in the last 5 years?
13. Do you know what led to these changes?
14. What improvements would you suggest for a better advocacy strategy of the programme?

Domain 3: Legitimacy

15. Over the last five years has government funding for VAA changed?
16. Over the last five years has political will in support of VAA changed?
17. Do you know what led to these changes?

Thank you for your responses

Annex 13. Acronyms

AIMS	Agricultural Information Management Standards
ALNAP	Active Learning Network for Accountability and Performance
AML	African Migratory Locust
AOM	Annual Organizational Meeting
APM	African Risk Capacity
ARC	Association for Project Management
ART	Antiretroviral Treatment
ATLA	Automatically Tuned Linear Algebra Software
AU	African Union
BVAC	Botswana Vulnerability Assessment Commission
CAADP	Comprehensive African Agriculture Development Programme
CACLE	Cross Country Learning Exchanges
CoE	Centre of Excellence
COs	Country Offices
CPRA	Communication, Policy and Resource Advocacy
CSO	Civil Societies Organization
DAC	Development Assistance Commission
DEQAS	Decentralised Evaluation Quality Assurance System
DE QS	Decentralised Evaluation Quality Support
DES - RI	Deputy Executive Secretary – Regional Integration
DFID	Department for International Development
DRC	Democratic Republic of Congo
DRR	Disaster and Risk Reduction
DRRM	Disaster Risk Reduction Management
DRRU	Disaster Risk Reduction Unit
EC	Evaluation Committee
EFSA	Emergency Food Security Assessment
EM	Evaluation Manager
ER	Evaluation Report
ERG	Evaluation Report Group
ET	Evaluation Team
FANR	Food Agriculture and Natural Resources
FAO	Food and Agriculture Organization
FCDO	Foreign Commonwealth Development Office
FET	Field Effect Transistor

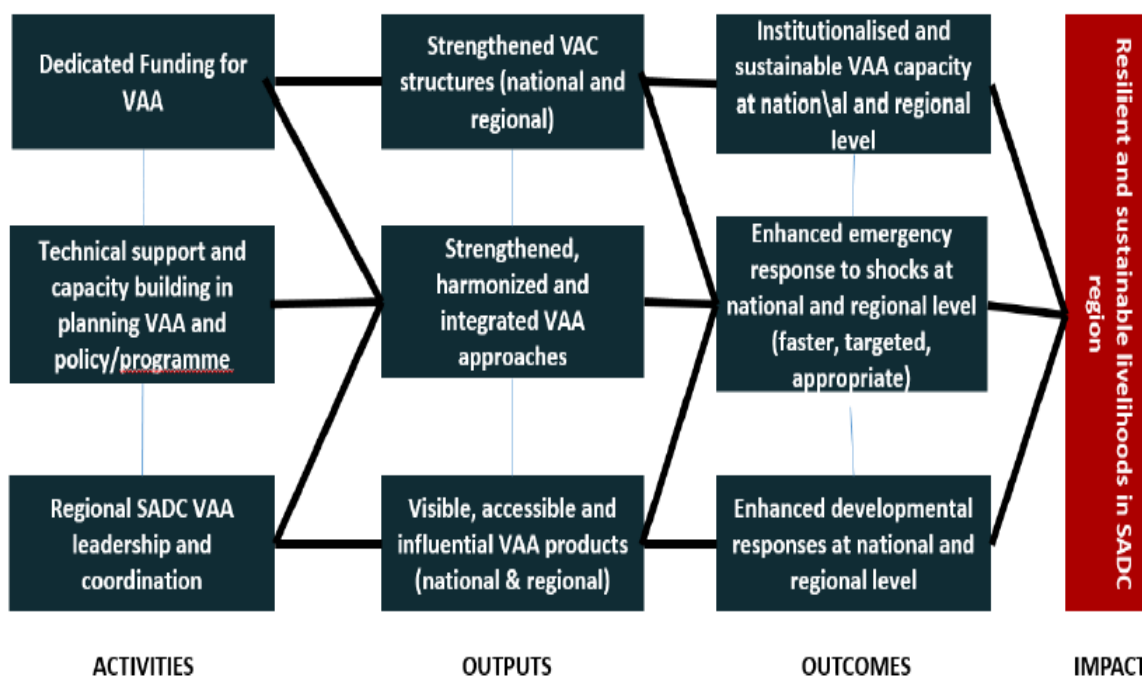
FEWSNET	Famine Early Warning System Network
FGD	Focus Group Discussion
FNS	Food and Nutrition Service
FNSS	Food and Nutrition Security Strategy
GBV	Gender Based Violence
GSU	Global Support Unit
HEA	Household Economy Approach
ICP	International Cooperating Partner
IHM	Individual Household Method
INGO	International Non-Governmental Organization
IPC	Integrated Food Security Phase Classification
IPCC	Intergovernmental Panel on Climate Change
IPMA	International Project Management Association
IR	Inception Report
ISP	Institutionalised Services Provision
JEMG	Joint Evaluation Management Group
KIIs	Key Informant Interviews
LM	Landell Mills
LNOB	Leave No one Behind
LVAC	Lesotho Vulnerability Assessment Commission
MANCO	Management Committee/Programme Management Committee
MER	Monitoring, Evaluation and Reporting
MIC	Medium Income Countries
M&E	Monitoring and evaluation
MoE	Margin of Error
MoU	Memorandum of Understanding
MS	Member State
MTR	Mid-Term Review
MVAC	Malawi Vulnerability Assessment Commission
NAMVAC	Namibia Vulnerability Assessment Commission
NGO	Non-Governmental Organizations
NVAC	National Vulnerability Assessment Committees
OCHA	United Nations Office for the Coordination of Humanitarian Affairs
ODK	Open Data Kit
OECD	Organisation for Economic Co-operation and Development
OXFAM	Oxford Committee for Famine Relief
PMU	Programme Management Unit
PPI	Poverty Probability Index

PSC	Programme Steering Committee
PSEA	Prevention of Sexual Exploitation and Abuse
QA	Quality Assurance
QC	Quality Control
QuIP	Qualitative Impact Assessment Protocol
RAP	Regional Agriculture Policy
RCA	Resilience Context Analysis
RIMA	Resilience Index Measurement and Analysis
RISDP	Regional Indicative Strategic Development Plan
RIST	Regional Institutionalisation Support Team
RTST	Regional Technical Support Team
RVAA	Regional Vulnerability Assessment and Analysis
RVAC	Regional Vulnerability Assessment Committee
SAVAC	South Africa Vulnerability Assessment Commission
SC	Security Council
SDC	Swiss Development Cooperation
SDGs	Sustainable Development Goals
SETSAN	Mozambique's Technical Secretariat for Food Security and Nutrition
SOP	Standard Operating Procedures
SPSS	Statistical Package for Social Sciences
STEERCOM	Steering Committee
TL	Team Leader
TWG	Technical Working Group
ToR	Terms of Reference
ToC	Theory of Change
UFE	Utilization Focused Evaluation
UN	United Nations
UNEG	United Nations Evaluation Group
UNICEF	United Nations Children's Fund
UK	United Kingdom
UKZN	University of KwaZulu Natal
USAID	United States Agency for International Development
USD	United States Dollar
UVAA	Urban Vulnerability Assessment and Analysis
VAA	Vulnerability Assessment and Analysis
VAC	Vulnerability Assessment Committee
VfM	Value for Money
WFP	World Food Programme

ZIMVAC

Zimbabwe Vulnerability Assessment Committee

Annex 14. Generalised Theory of Change 2017



WFP, 2017 Generalised Theory of change (pp. 15) Technical Assistance to the SADC Regional Vulnerability Assessment and Analysis (RVAA) Programme

Annex 15. Activity implementation plan between 2018-2021

RVAA programme creates awareness of climate change issues to inform VAA processes	Achieved
VAA reporting guidelines for integration and harmonization developed	Achieved
4 NVAC's assessment results used in social protection and safety net programming	Achieved
Technical Capacity Assessment completed for 14 NVACs	Achieved
Technical capacity building plans developed for 14 NVACs	On track
>30% of annual national vulnerability assessment costs funded by in country-sources	Achieved
6 NVACs report on agreed gender disaggregated minimum dataset.	Achieved
6 NVACs present progress on integration or innovation or lessons learned	Achieved
At least 6 NVAC produces 1 comparative analysis report	Achieved
14 NVACs circulate and disseminate their annual assessment reports online	Achieved
1 NVAC comparative analysis report available online	Achieved
4 guidance documents available online	Achieved
Knowledge management reviews conducted	Achieved
SADC reviews and revises RVAC Terms of Reference (ToR)	Achieved
5% increase in downloads of VAA knowledge products	Achieved
2 Steering Committee meetings	Achieved
2 Regional Vulnerability Assessment Committee meetings	Achieved
1 Dissemination Forum	Achieved
1 Annual Organizational Meeting	Achieved
At least 5 NVAC datasets identified and collected	Achieved
Revised Centre of Excellence (CoE) model developed	On track
Synthesis report & technical documents produced on SADC website or central repository	Achieved
Central repository created for VAA products, studies and tools	Achieved
RVAA Communication Strategy developed and approved	Achieved
4 regional vulnerability bulletins published electronically	On track
RVAA briefing pack developed	Achieved

Annex 16. Member State funding allocation 2018-2019

Total Member State Allocation	Disbursed	Utilised	Savings	Balance	% Utilised
US\$ 1 645 000 55%	US\$ 1 050 874	US\$ 806 184	US\$ 92 083	US\$ 746 733	US\$ 746 733

Southern African Development Community, Foreign Commonwealth and Development Office, the Swiss Agency for Development and Cooperation, Landell Mills, and the World Food Programme (Regional Bureau for Southern Africa)

[Link to the website]

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