EVALUATION GUIDELINES

Evaluations during COVID-19

Key evaluation questions and data sources for COVID-19 Evaluations (June 2021)

The Independent Evaluation Office has gathered experience from evaluating UNDP's support to the response and recovery to the COVID-19 pandemic, and has developed a set of evaluation questions and sub questions that can be used in evaluations of UNDP projects, outcomes, portfolios and country programmes. Depending on the type of evaluation and the scope, either all or some of these questions may be used or supplemented as needed by the programme unit.

The questions are organized around the OECD-DAC evaluation criteria, but can be allocated depending on the main questions of the evaluation. For each question a non-exhaustive set of data sources is listed, which evaluators can use to find some information to answer the questions.

Underlying this guidance is a principle of "do no harm", and a consideration that the safety of staff, consultants, stakeholders and communities is paramount and the primary concern of all when planning and implementing evaluations during the COVID-19 crisis.

COVID-19 questions and data sources

Criteria	Key Questions	Possible sub-questions	Sources of data/ information
Relevance	To what degree has UNDP's COVID-19 support been relevant to the needs of partner countries?	1. To what extent has UNDP's support been based on locally coordinated country-needs-assessment? 2. To what extent did support meet and align with the needs within countries for preparedness, response and recovery? 3. To what extent has UNDP been able to adapt existing programmes to respond to the COVID-19 pressures and protect development gains already achieved?	UNDP/ UN Strategic response • UNDPs Integrated Response (April 2020) • UNDP Beyond Recovery: towards 2030 (June 2020) • UNDP COVID-19 development offer • United Nations Comprehensive Response to COVID-19 Saving Lives, Protecting Societies, Recovering Better SEIA & SERPS (Country specific) • COVID-19 socio-economic impact assessments • Digital socio-economic impact assessment
Coherence	How well has UNDP support and response aligned	4. To what extent was UNDP able to ensure it coordinated and ensure synergies within its COVID-19 related support within the UN and	

	with national government plans as well as support from other UN Agencies, Donors and NGOs/ CSOs?	with other Donors to avoid duplication or gaps?	• • UN Framework for the immediate socio-economic response to COVID-19 • UN Socio-economic response plans and UNDP commitments ○ Guidelines for COVID-19 reporting • Toolkit: COVID-19 UNDP's Integrated Response (May 2020)
Effectiveness	How well has UNDP supported countries to develop responses that reduced loss of life and protected longer-term social and economic development?	5. To what degree was UNDP able to identify social and economic challenges resulting from COVID-19 and shape its response accordingly? 6. How has UNDP facilitated effective local leadership in preparing, responding to and recovering from the crisis? 7. Were the disproportional gender impacts of COVID-19, impact on vulnerable groups and human rights integrated within UNDP's response? To what extent were results achieved for these groups? 8. What has been the impact of programming (reprioritizing) funds on the existing portfolio? Have changes in priorities been documented? Have TOCs and strategies been adjusted accordingly to reflect the impact of COVID-19 on existing programmes? Has the RRF been adjusted to reflect COVID-19? 9. What were the major factors influencing the achievement or non-achievement of objectives?	**UNDP Monitoring and reporting** (Country specific) • UNDP Results Planning, Monitoring and Reporting (Intranet) • Mini ROAR (September 2020 and Mar 2021) and end of year ROAR (Dec/ Jan 2021) • UN and UNDP COVID-19 response indicators • Project documentation (board minutes, AWPs which are often not approved until the Q2) • UNDP COVID-19 monitoring dashboard (Power BI) **UN Monitoring and reporting** • UN COVID-19 Data Portal **Gender and Human rights guidance** • UNDP Gender response Tracker • COVID-19 and gender monitor • UNDP Gender and recovery toolkit • How to integrate Gender into socio-economic assessments. • Checklist for a Human Rights Based Approach to Socio-Economic Country Responses to COVID-19
Efficiency	To what extent were UNDP's funding decisions informed by evidence, needs	10. To what extent were the previous structures of development assistance and partnerships efficient and able to adapt to support the	**Monitoring and Financial Dashboards** (Country specific) • UNDP COVID-19 monitoring dashboard (Power BI)

	analysis, risk analysis and dialogue with partners and did this support efficient use of resources?	COVID-19 responses? Were these adequate? Where were there weaknesses? 11. Has UNDP been able to offer a timely and cost-efficient procurement offer to country offices?	• UNDP COVID-19 Procurement Dashboard (Power BI) • UNDP Portfolio Analytics Report (Power BI)
Sustainability	Has support contributed to the development of social, economic and health systems that are equitable, resilient and sustainable?	12. What are the opportunities and challenges/risks of "build back better" and were they addressed and acted upon? What, for whom and for how long did the actions/interventions can sustain? How well is UNDP learning while doing and adapting in a context where limited evidence was/ is available to assess direct and indirect impacts of the COVID-19 response?)	

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