

## Specific guidance for civil society organisations participating in the Global Partnership monitoring at the country level

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This document provides specific information for civil society organisations (CSOs) engaged in the GPEDC monitoring exercise at the country level. It should be read in conjunction with the [Monitoring Guide](#), which provides comprehensive information about the monitoring process and framework.

### BACKGROUND ON THE GLOBAL PARTNERSHIP MONITORING

#### What is the Global Partnership?

The Global Partnership for Effective Development Co-operation (Global Partnership, or GPEDC) was established by 162 country governments and 52 international organisations in Busan, Korea, in 2011 as a multi-stakeholder platform aimed at advancing the effectiveness of development co-operation and contributing to the achievement of sustainable development. The Global Partnership monitoring exercise is an internationally recognised instrument to track progress on effectiveness commitments, which are based on the [four principles of effective development co-operation](#): 1) country ownership; 2) focus on results; 3) inclusive partnerships; and 4) transparency and accountability. Since 2011, there have been three rounds of Global Partnership monitoring: 99 partner country governments<sup>1</sup> have participated, together with their development partners<sup>2</sup> and other development actors<sup>3</sup>.

#### How does the Global Partnership monitoring work in practice?

The monitoring is voluntary and multi-stakeholder in nature. It is led by national governments of partner countries (typically by a ministry of planning, finance or foreign affairs) and brings together bilateral and multilateral partners, trade unions, the private sector, civil society, philanthropies, and other development actors to discuss, share information and reflect on results. At the country level, the exercise is organised in five phases (Figure 1), with participating governments encouraged to define an implementation road map to anchor and integrate the monitoring into relevant national processes and/or existing institutional arrangements.

FIGURE 1 | PHASES OF THE GLOBAL PARTNERSHIP MONITORING



1. Partner countries refers to countries and territories that receive development co-operation.

2. Development partners refers to official agencies, including state and local governments, or to their executive agencies that provide development co-operation. This includes Development Assistance Committee (DAC) members and non-DAC bilateral partners, as well as multilateral development partners including, for example, multilateral development banks and vertical funds.

3. Includes civil society, the private sector, trade unions, philanthropies, parliaments and subnational governments.

When a country government decides to participate, a government official is appointed to co-ordinate the implementation of the exercise, including convening meetings and managing the data collection. The list of countries undertaking the exercise, their country-specific road maps and the contact information of the leading officials (referred to as national co-ordinators) are published on the [Global Dashboard](#) as they become available.

In an effort to institutionalise the monitoring process in country-level systems and processes, governments are encouraged to use existing frameworks, dialogue platforms, co-ordination groups and information management systems both to gather the required data and to anchor dialogue on the results.

### **Why is CSO engagement in the monitoring so important?**

The monitoring exercise provides a unique opportunity to engage in multi-stakeholder dialogue and identify joint solutions to overcome challenges to effective development co-operation. All domestic development actors are encouraged to participate in it, including development partners, CSOs, the private sector, philanthropies, trade unions, parliaments and subnational governments. While they don't all have a role in reporting data, they can all engage in discussing country results and identifying ways to improve the effectiveness of partnerships and development co-operation in their country.

CSOs are particularly important as independent development actors in their own right as well as implementing partners. The monitoring offers two distinct but complementary roles for CSO engagement at the country level. The **first role** is through overall engagement in the process and active participation in multi-stakeholder dialogues, action planning and follow-up. In this role, a range of CSOs and actors could participate. A **second role** is in the reporting of data. CSOs report to two components of the framework: the assessment of the enabling environment for CSOs and the **optional [Kampala Principles Assessment \(KPA\)](#)** on effective private sector engagement (PSE) in development co-operation. In this second role, several organisations can participate, but the actual reporting typically happens through a "CSO focal point" who is responsible for consulting others and providing representative views to the assessments. More details on these two roles, and what they entail, are provided below.

### **What are the key outputs and expected results of the monitoring?**

The Global Partnership provides timely and relevant evidence on the effectiveness of development co-operation to inform dialogue, change policies and practices, and garner political traction, at both global and country levels. In addition to the key outputs listed in Table 1, the Global Partnership monitoring results inform other processes and reports, including on implementing the Sustainable Development Goals.

TABLE 1 | **KEY OUTPUTS OF THE GLOBAL PARTNERSHIP MONITORING EXERCISE**

At country level	At global level
<p>Evidence is provided through <b>country results briefs</b> and <b>country data sets</b>, which contain detailed results of the monitoring per participating country.</p> <p>These country-specific outputs serve as a basis for interested actors to discuss and understand country results, and to jointly craft and implement action plans to increase the effectiveness of development co-operation and achieve greater development impact.</p>	<p>A <b>Global Progress Report</b>, produced every four years, presents evidence on the global state of effectiveness based on data collected from all the countries and partners that carried out the monitoring in the period. This report informs political dialogue at Global Partnership High-Level Meetings.</p> <p><b>Periodic summaries of results</b> outlining global key trends and findings are also planned.</p>

**Note:** For more details on the Global Partnership monitoring process and outputs, refer to Part 2 of [the Monitoring Guide](#).

## KEY ACTIVITIES IN WHICH CSOs ARE EXPECTED TO PARTICIPATE

### 1. During the inception phase

The inception phase is when the monitoring process starts in the country. In consultation with the Global Partnership Joint Support Team (JST), the national co-ordinator prepares a road map to plan the monitoring implementation, linking with and integrating other relevant processes taking place in the country and ensuring adequate time for each phase. In this phase, the national co-ordinator **identifies focal points** for each stakeholder group to raise awareness about the effectiveness agenda and the monitoring exercise and mobilise them to participate. The phase results in a **kick-off meeting** at a strategic and political level which brings together all the relevant stakeholders to agree on the road map and scope of the monitoring and to secure high-level commitment to the exercise. This phase is also key for these various stakeholders to organise themselves and prepare their engagement.

During the inception phase, the government undertaking the monitoring needs to consider and decide whether it will undertake the KPA. **The KPA is optional.** If undertaken, the KPA is conducted as an integral part of the monitoring and is carried out according to the phases of the monitoring exercise. The inception phase is critical to the successful roll-out of the KPA to mobilise all relevant stakeholders and raise awareness. More details of what the KPA covers are available below in 2.2.

#### 1.1 Identification of focal points

The first activity involving CSOs is the identification of focal points by the government. CSO focal points can facilitate the engagement and contributions from civil society in the monitoring, and are crucial for the assessment of the enabling environment for CSOs and for the KPA (if the government has decided to undertake it). **NOTE: It is possible to have the same focal point for both assessments, but it is also possible to have distinct focal points because of the different expertise required to answer each assessment.** In any case, CSO focal points need to be identified during the inception phase so they can engage from the start and can also join the kick-off meeting (see 1.2).

To identify a focal point, the national co-ordinator leading the exercise can use existing in-country dialogue platforms or other ongoing processes to engage with CSOs. If no such platforms exist, are not functional, or do not offer the capacity and knowledge required, the national co-ordinator may request the Global Partnership's global CSO constituency leads to help identify potential CSOs in the country and/or a CSO focal point. This request is made through the JST.

The role of the CSO focal point in each monitoring activity is explained in detail below, but it typically includes reaching out to and consulting a variety of organisations in the country to collect their perspectives to be able to represent their collective views in dialogues and the questionnaires. Considering this, the ideal profile of a CSO focal point is:

- i. Someone affiliated with a country-level CSO or a CSO network/platform/umbrella organisation engaged in policy advice and/or development programmes.
- ii. Someone who maintains a solid network of contacts across CSOs in the country.
- iii. Someone who possesses a good understanding of the current CSO enabling environment at the country level and, more generally, around the overall development effectiveness agenda.
- iv. **If the country is undertaking the KPA:** *Someone with a good understanding of PSE in development co-operation.*

#### 1.2 Kick-off meeting

The second activity involving CSOs is the monitoring kick-off meeting. This meeting is organised by the government implementing the exercise. Its objective is to officially launch the exercise in the country;

raise awareness about the monitoring; and build a common understanding of its objectives, timeline, roles and responsibilities. The kick-off meeting typically happens at a strategic and political level and convenes all relevant country-level development actors. As such, it helps develop relationships at the technical level to secure contributions from the various stakeholders throughout the exercise.

CSOs may participate in the kick-off meeting in different ways. To raise awareness widely in the country about this exercise and effectiveness issues, the government is encouraged to invite a range of CSOs to attend the meeting, but it could be that CSO participation in the meeting is requested only via the focal point(s)<sup>4</sup> identified by the government, who would act as the representative of CSOs in the country. Preparation for this meeting on the side of CSOs would include becoming familiar with the monitoring (by reviewing this document and the detailed Monitoring Guide) and co-ordinating with other organisations to gather inputs and views to be taken to the kick-off meeting. Feeding back to the consulted organisations after the meeting might also be envisioned.

## **2. During the data collection phase**

### **2.1 Assessment of the enabling environment for CSOs**

The political, financial, legal and policy context in which CSOs work, as well as how they organise themselves and work with governments and development partners, deeply affects their development effectiveness and contributions to achieve development results. This assessment aims to capture the perception of governments, CSOs and development partners about the environment in which CSOs operate in partner countries.

These perceptions are collected through a questionnaire that is ideally answered in the context of a dialogue co-ordinated by the government with a focal point from CSOs and a focal point from development partners. The questionnaire's 17 questions are organised in 4 thematic modules (see section C. [here](#)). [Characteristics of practice](#) are available to help respondents choose the answer to each question that best matches the situation in the country. There is no need to reach a consensus between the government, the CSO focal point and the development partner focal point, since each group's answers are captured separately. A constructive discussion of the different perspectives is, however, encouraged. The questionnaire can also be answered after the dialogue, if preferred.

The CSO focal point identified by the government in the previous phase receives an email with a link to the online reporting tool which contains the questionnaire. When logging in for the first time, the CSO focal point is prompted to complete their identification details (name, email and organisation). The CSO focal point can print the [questionnaire](#) and circulate it to other CSOs for information and consultation but cannot share the link. After answering the questionnaire, the CSO focal point can save the answers and come back to them later or they can submit them. Once the answers are submitted, however, they can no longer be modified. After submission, the answers are visible to the national co-ordinator, who submits the data to the JST.

To provide representative views in the dialogue and the questionnaire, the CSO focal point is expected to consult widely within the country, reaching out to diverse types of organisations that make up civil society, including trade unions and domestic philanthropic organisations. Views from all those consulted need to be consolidated into one CSO answer for each of the 17 questions. Although philanthropies and trade unions are segments of civil society, there may be areas assessed in the questionnaire that affect them differently or that are particularly relevant for them due to their nature. Therefore, there is a separate

4. There can be two focal points if the government has decided to undertake the KPA and has chosen to have one CSO focal point for the KPA and a different focal point for the assessment of the enabling environment for CSOs.

optional question for trade unions and for domestic philanthropic organisations if they have different views about an issue that is particularly relevant to them. Their answers to the optional question are also provided through the CSO focal point. If the CSO focal point finds it helpful, the Global Partnership’s global constituency leads may be able to provide country contacts for trade unions and domestic philanthropic organisations. These contacts can be organised through the JST.

- > For more details about the content of this assessment, refer to Part 3 of the [Monitoring Guide](#). The full questionnaire can be found in [Annex 1](#).

## **2.2 Kampala Principles Assessment on effective private sector engagement through development co-operation**

The overall objective of the KPA is to gather evidence at country level on whether the “building blocks” are in place for effective PSE in development co-operation. The [KPA questionnaire](#) compares and contrasts the views of five stakeholders – the partner country government, the private sector, CSOs, trade unions and development partners – on four key metrics of PSE in development co-operation:

- i. PSE-related policies and strategies
- ii. the relevance, inclusiveness and impact of PSE-related country-wide dialogues
- iii. the contribution of PSE to development outcomes and the extent to which results are transparent and support collective accountability
- iv. the ease of partnering in private sector partnerships through development co-operation.

Views are collected through separate questionnaires that are shared across the following groups:

- i. the government, which responds through the national co-ordinator
- ii. the private sector, which responds through a focal point for large multinational companies and a second focal point for small and medium-sized enterprises (including representatives from the informal economy and social enterprises, etc.)
- iii. **civil society, which responds through a focal point**
- iv. trade unions, which respond through a focal point
- v. development partners, which can each provide their individual views.

The CSO focal point identified by the government in the previous phase receives an email with a link to the online reporting tool, which contains the questions to be answered. This is a different link from the one containing the assessment of the enabling environment for CSOs, even if the focal point is the same. When logging in for the first time, the CSO focal point is prompted to complete their identification details (name, email and organisation), even if they have already done this for the other assessment. After answering the questionnaire, the CSO focal point can save the answers and return to them later or they can submit them. Once the answers are submitted, however, they can no longer be modified. After submission, the answers are visible to the national co-ordinator, who submits the data to the JST.

To provide representative views in the questionnaire, the CSO focal point is expected to consult widely with CSOs within the country. Target organisations or groups should have exposure to PSE in development co-operation. While a consultation with CSOs might be useful, the CSO focal points should identify the best strategy to collect and collate information from the relevant CSOs. Views from all those consulted by the CSO focal point are then consolidated by the CSO focal point into one representative CSO answer for each of the questions of the questionnaire. **NOTE:** Unlike the assessment of the enabling environment for CSOs, **the focal point does not need to reach out to trade unions**, since trade unions report directly to the KPA.

- > For more information about the content of this assessment, refer to the [Guidance for the KPA here](#), which explains this process and metrics in more detail.

### 3. During the data review and submission phase

During this phase, the JST reviews all the information collected and submitted in the previous phase to ensure the data are comprehensive and accurate, and requests clarifications from the national co-ordinator if needed. To respond to the JST, the national co-ordinator may consult the CSO focal point(s) and ask for clarifications or additional information. If anything needs to be corrected in the online answers from the CSO focal point(s), the link to the tool is re-opened and the CSO focal point(s) is informed by email. The final data set for all monitoring questions is then submitted and no more changes are possible.

### 4. Dissemination of the results and transition to action

Following the final data submission, the JST closes and collates the data (from the two assessments answered by CSOs and all other monitoring components) to allow for aggregation and analysis. Within three weeks from when the national co-ordinator submits the final data to the JST, a final data set<sup>5</sup> in Excel containing the key results for the country and the underlying raw data is made publicly available in the Global Dashboard. In parallel, the JST develops a country results brief,<sup>6</sup> which provides a more comprehensive and user-friendly overview of the country's results. This brief is made available in the Global Dashboard within three months of the final data submission to the JST. The CSO focal point(s) is encouraged to review the country's results and help disseminate them widely to raise awareness to prepare for the reflection, dialogue and action phase.

### 5. During the reflection, dialogue and action phase

After the comprehensive country results brief is made available, a process of reflection, dialogue and action can start. The duration and exact format of this action-oriented phase varies and is adapted to the country-specific context. Ultimately, it focuses on using the monitoring results<sup>7</sup> to generate action. This phase should be championed at a high political level, involve multi-stakeholder dialogue, link to relevant national processes and issues, and be continuous such that it informs and links to participation in a subsequent monitoring round.

Like the kick-off meeting, the national co-ordinator is encouraged to engage with and invite several CSOs throughout this phase, but they could also prefer to engage CSO focal point(s) who would represent civil society in the country. Preparation by civil society for dialogues and meetings with the government and other actors includes reaching out to and co-ordinating with diverse organisations in the country to collect their inputs and views. Feeding back to those consulted afterwards should also be envisioned, especially on actions emerging from the joint planning and potential follow-up mechanisms.

## FREQUENTLY ASKED QUESTIONS

### i. Is it guaranteed that CSOs will be invited to participate in these activities?

Multi-stakeholder engagement is an essential feature of the Global Partnership monitoring. Carrying out this process in a country without engaging domestic CSOs and other actors certainly weakens its quality and defeats its purpose. When the government plans the monitoring implementation with the JST, it is strongly encouraged to include CSOs and other actors. Guidance on how to do this in a meaningful manner is also provided. Nonetheless, as the monitoring is led by the government, it has the prerogative to decide whether to do this, how to go about it and which stakeholders to engage. It may be that CSOs in a country are not invited to engage in the monitoring or that the CSOs invited by the national co-ordinator are not well known and/or are not those that some would see as most suitable for this role. If a government decides not to participate in the monitoring or does not invite CSOs, interested CSOs can contact the [CSO Partnership for Development Effectiveness](#) to enquire about other potential opportunities for using this assessment [[here](#)].

<sup>5</sup> Inclusive of the KPA results if the country has decided to undertake that assessment.

<sup>6</sup> Inclusive of the KPA results if the country has decided to undertake that assessment.

<sup>7</sup> Including results from the KPA, if undertaken.

**ii. Can several CSOs participate?**

For the kick-off meeting and dialogues around results and action planning, it is possible and encouraged to invite a wide range of CSOs. The decision of whether to do this and who is invited rests with the government leading the exercise in their country.

Reporting to the assessment of the enabling environment for CSOs happens through a focal point, so only one person completes the questionnaire, ideally providing consolidated CSO views. Typically one person would bring these views to the dialogue. In preparing to answer the questionnaire and attend the dialogue, the CSO focal point is expected to engage and consult a wide variety of organisations, so this is when a range of CSOs can participate.

Reporting to the KPA also happens through a focal point. Though a dialogue is not required, the CSO focal point is expected to engage and consult a wide variety of organisations to be able to provide consolidated CSO views in the questionnaire.

**iii. Can the focal point distribute copies of the questionnaire to other CSOs?**

The CSO focal point who receives the link(s) to answer the assessment(s) can print the questionnaire and download it to share with other CSOs. The enabling environment for CSOs questionnaire is publicly available [here](#) (see section C.) and associated “Characteristics of practice” [here](#). The KPA questionnaire is publicly available [here](#). Being familiar with these materials can help other CSOs that wish to provide inputs to the focal point prepare for the exercise. However, the CSO focal point cannot share the link(s). Every link is unique and only allows for one answer. Only one CSO answer per question is possible for each assessment.

**iv. Does the same person have to be the CSO focal point for both assessments?**

The same focal point can respond to the assessment of the enabling environment for CSOs and the KPA but distinct focal points may also be identified. The CSO focal point must have a solid understanding of the respective issues addressed in these two distinct assessments so it may be the case that someone working on issues related to the CSO enabling environment is identified to respond to the first assessment and someone with knowledge of PSE in development co-operation is identified to respond to the second. The decision of whether the same or distinct focal point(s) will respond to the two assessments on behalf of civil society needs to be taken by the government during the inception phase, to ensure they are engaged from the start and can also join the kick-off meeting.

**v. Can CSOs engage at the regional and global level?**

CSOs participating in the monitoring at country level could potentially be invited to discuss and share experiences at regional or global encounters. Global Partnership High-Level Meetings, which take place every four years, are an example of a multi-stakeholder dialogue where effectiveness issues are addressed and where CSOs play a fundamental role. The monitoring Global Progress Report provides important evidence to these meetings, including about the CSO enabling environment and how many countries have actually undertaken an inclusive dialogue as part of the monitoring.

**vi. What support is available for participating CSOs?**

The following support materials provide valuable information to CSOs:

- [Monitoring Guide](#): Provides comprehensive information about the full monitoring process and framework.
- [Questionnaire](#): Contains all the questions that are part of the Global Partnership monitoring, including those to be answered by CSOs as well as others they do not answer.

- [Glossary](#): Defines terms used in the questionnaire.
- [Global Dashboard](#): Contains country pages with country-specific monitoring information, including the implementation road map, the data set with results and the country results brief.
- [Characteristics of practice](#): This is specific to the assessment of the enabling environment for CSOs. It provides a detailed description of each answer option for each of the 17 questions.
- [Guidance for the KPA](#): This is specific to the KPA and includes details about this optional assessment and the questionnaires for the five stakeholder groups that report data to it.

The Global Partnership Joint Support Team also offers a virtual Help Desk. Questions, requests or technical issues with the online reporting tool can be sent to: [monitoring@effectivecooperation.org](mailto:monitoring@effectivecooperation.org).