

Specific guidance for development partners participating in the Global Partnership monitoring at the country level

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This document provides specific information for development partners 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 governments¹ have participated, together with their development partners² and other development actors.³

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 anchor dialogue on the results.

Why is development partner engagement in the monitoring so important?

Participation in the monitoring exercise provides a unique multi-stakeholder process to engage in dialogue and identify solutions to overcome challenges to effective development co-operation. All domestic development actors are encouraged to participate in the monitoring exercise, including development partners, civil society organisations (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 a given country.

Development partners are particularly important as they are providers of development co-operation to the country and work with the government and other partners to deliver their development co-operation in the most impactful manner. The monitoring provides the space for partners to elaborate on challenges, facilitating frank discussions with government counterparts on actions required from both sides to enable more effective development co-operation. Development partners play distinct but complementary roles in the exercise at the country level. Their **first role** is through overall engagement in the process and active participation in multi-stakeholder dialogues, action planning and follow-up. In this role, each development partner can nominate one or more focal points at the country level to participate. A **second role** they play is in the data collection, by responding to a series of questions related to the development co-operation provided. In this role, each development partner nominates one focal point to report on its respective situation. The focal point can be based at the country level or from headquarters if the development partner does not have a country office. Finally, in a **third role**, development partners also participate in the assessment of the enabling environment for CSOs. In this role, the actual reporting happens through one unique focal point for all development partners in the country, who consults others and provides representative views to the assessment. More details on each of these roles, and what they entail, can be found in subsequent parts of this document.

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 country results briefs and country data sets, 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 Global Progress Report, 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. Periodic summaries of results outlining global key trends and findings are also planned.</p> <p>Development partner profiles, produced at mid-point and the end of the four-year cycle, provide an overview of individual development partners' performance, with aggregate results based on all the (relevant) partner countries that undertook the monitoring in the period.</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 DEVELOPMENT PARTNERS 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, bringing together all the relevant stakeholders to agree on the road map and scope of the monitoring and secure a 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 decide whether it will undertake the [Kampala Principles Assessment \(KPA\)](#). **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, including data collection from development partners and others. 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 in 2.3.

1.1 Identification of focal points

The first activity involving development partners is the identification of focal points. Development partner focal points can facilitate broad engagement in the monitoring and are crucial for reporting data and information for several components of the monitoring. Development partner focal points need to be identified during the inception phase so they can engage from the start and join the kick-off meeting (see 1.2). The role of the focal point in each monitoring activity is explained in detail below. The following focal points need to be identified:

- i. Following a request from the national co-ordinator, **each development partner providing development co-operation to the country nominates one or more country-level focal points** to ensure active engagement in the monitoring process and provide data for several

components of the framework (Table 2). The head of an agency may attend meetings while a technical officer reports data or the same focal point may do both. If the country is undertaking the KPA, one focal point per development partner needs to be identified to respond to the KPA questions. This can be the same person who responds to the other questions.

- ii. In collaboration with development partners in the country, the national co-ordinator identifies **one focal point for all development partners combined** to respond to the assessment of the enabling environment for CSOs. The ideal focal point:
 - is a representative of a development partner agency or office with an active presence in the country, ideally sitting in co-ordination groups or roundtables related to development co-operation
 - maintains a solid network of contacts across other development partners in the country
 - has been regularly engaged in policy dialogue with government representatives and/or in country-level programming exercises
 - possesses a sound understanding of development co-operation, the effectiveness agenda and the current CSO-enabling environment in the country.

To identify these focal points, the national co-ordinator can use existing contacts, in-country dialogue platforms or co-ordination mechanisms. If these don't exist, are not functional, or do not offer the capacity and knowledge required, the national co-ordinator may ask the Global Partnership's global constituency leads for development partners to provide contacts in the country or at another level if relevant. This request is made through the JST.

1.2 Kick-off meeting

The second activity involving development partners 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.

In preparation for this meeting, development partner focal points are expected to carefully read this specific guidance document and consult the [Monitoring Guide](#) to understand their role and familiarise themselves with the exercise. They may also wish to liaise with other development partners to bring co-ordinated views to the kick-off meeting.

1.3 Identification of a development partner champion

Governments that would like support in undertaking the exercise can request the nomination of a development partner champion with country-level presence. The type of support requested may differ depending on country context, and more than one champion can be identified. If the government requests support to carry out the exercise, **development partners** nominate a development partner champion (on behalf of all development partners). This can happen before or during the kick-off meeting.

Examples of support that can be requested from the development partner champion(s) include:

- i. liaison and co-ordination with the other development partners so they actively engage in the exercise and provide timely and accurate data to the national co-ordinator
- ii. technical support and guidance to help other development partners who may be new to the monitoring to understand the process, the framework, and collecting and providing data

- iii. facilitation, funding, logistics or organisational support for consultations, workshops or meetings in connection with the monitoring exercise
- iv. liaison with development partners to gather views about the enabling environment for CSOs in the country and bring representative views to the dialogue with the government and CSOs.

2. During the data collection phase

After focal points have been identified and the kick-off meeting has taken place, the partner country can start the data collection. This phase, led by the national co-ordinator, is when specific actors collect and provide data and information in response to the monitoring questionnaire. Table 2 shows the components of the framework to which development partners report data.

TABLE 2 | **OVERVIEW OF REPORTING ROLES PER COMPONENT OF THE FRAMEWORK**

Dimension	Component	Who reports
Whole-of-society	Engagement and dialogue	PCG, DPs
	Parliamentary oversight	PCG
	Enabling environment for civil society organisations (CSOs)	PCG, DPs , CSOs
	Private sector engagement in development co-operation	[all reporting via the Kampala Principles Assessment] PCG, DPs , the private sector, CSOs, trade unions
State and use of country systems	Planning	PCG, DPs *
	Respect country's policy space	DPs
	Public financial management	Evidence collated from available external assessments, DPs
	National budget	PCG, DPs
	Gender budgeting	PCG
	Accountability mechanisms	PCG, DPs *
	Information management	PCG, DPs *
Transparency	Procurement	Evidence collated from available external assessments
	Countries' action	PCG
Leaving no one behind	Development partners' action	Evidence collated from available external assessments
	Consultation	PCG, DPs
Leaving no one behind	Targets and results	PCG, DPs
	Data and statistics	PCG, DPs

* Development partners only answer optional (complementary) questions for this component.

Notes: PCG: partner country government; DPs: development partners; CSOs: civil society organisations.

2.1 For engagement and dialogue; planning; respect country's policy space; national budget; accountability mechanisms (optional); information management (optional); consultation; targets and results; and data and statistics

Each development partner focal point 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 component explained in 2.2, even if the focal point is the same.

Development partners respond to questions under these components, which are described in detail in [Annex 1](#) of the Monitoring Guide. The focal point (who consults as needed across their agency/organisation) for each individual development partner identified in the previous phase answers the questions.

The online reporting tool indicates the reporting year of reference to be used for data to be collected for questions related to monetary values. The reporting year of reference is chosen by the national co-ordinator, and corresponds to the most recent completed fiscal year for which there is information available. All figures relating to amounts must be reported in US dollars (USD). An exchange rate table is available on the monitoring website to convert all major world currencies to USD: <https://effectivecooperation.org/currencyconversion>.

Before submitting their data, development partners' country-level focal points must provide their headquarters with *the option* of reviewing the data and information to ensure they are accurate, comprehensive and coherent. **If undertaken, headquarters must review the country-level data (if relevant for the development partner in question) before data are submitted to the national co-ordinator.** When the development partner does not have a country office, the focal point submitting the data can be based elsewhere (e.g. headquarters, regional office).

After answering the questionnaire, the 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, these answers are visible to the national co-ordinator, who submits the data to the JST.

2.2 For 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 the combined focal point for all 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 partners 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 development partner focal point identified 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 focal point is prompted to complete their identification details (name, email and organisation). The development partner focal point can consult other development partners for information, but cannot share the link. After answering the questionnaire, the development partner 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 development partner focal point is expected to consult peers, reaching out to all development partners who provide development co-operation to the country. The national co-ordinator can provide the list of other development partners participating in the exercise. Views from all those consulted need to be consolidated into one representative answer for each of the 17 questions.

- > 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](#).

2.3 For private sector engagement in development co-operation (*Kampala Principles Assessment*)

The KPA is optional and this information is only for development partners in countries whose government chooses to undertake it. The overall objective of the KPA is to gather evidence at the country level on whether the “building blocks” are in place for effective private sector engagement (PSE) in development co-operation. The [KPA questionnaire](#) compares and contrasts the views of five stakeholder groups – 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 another 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 own individual views.**

Each development partner focal point identified in the previous phase receives an email with a link to the online reporting tool, which contains the questions to be answered. This is the same link as the questions for the components explained above in 2.1.

> 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 development partner focal point(s) and ask for clarifications or additional information. If anything needs to be corrected in the online answers from development partner focal point(s), the link to the tool is re-opened and the focal point(s) is informed. In doing so, development partners ensure co-ordination and liaison with their headquarters as needed. 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 all 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 set⁴ in Excel containing the country’s key results and the underlying raw data is made publicly available in the Global Dashboard. In parallel, the JST develops a country results brief,⁵ which provides a more comprehensive and user-friendly overview of the country’s results.

4. Inclusive of the KPA results if the country has decided to undertake that assessment.

5. Inclusive of the KPA results if the country has decided to undertake that assessment.

This brief is made available in the Global Dashboard within three months of the final data submission to the JST. Development partner focal point(s) are 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 results⁶ 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 its development partners throughout this phase, which can be done through the focal points. Development partners reflect on the results of the monitoring exercise in preparing for joint reflection. In doing so, they ensure co-ordination and liaison with their headquarters as needed.

Development partners actively participate in reflection and action dialogues at appropriate levels and continuously reach consensus and jointly craft action plans for enhanced effectiveness for greater development impact. They can bring additional topical analysis and other relevant information to provide different perspectives and help strengthen the discussion.

Accordingly, development partners can offer support to strengthen existing national capacity and ensure that the right tools and systems are in place to implement agreed actions and generate behaviour change. This support requires a firm commitment to active participation and can also be of a financial and/or technical nature.

Development partners and other development actors are co-owners of actions agreed upon to advance effective development co-operation and lead on certain results as agreed. They share learning, provide periodic updates on progress and liaise with their headquarters as appropriate during implementation to ensure broad organisational buy-in and support.

FREQUENTLY ASKED QUESTIONS

i. Is it guaranteed that all development partners 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 all development partners certainly weakens its quality and defeats its purpose. When the government plans the monitoring implementation with the JST, it is strongly encouraged to include a maximum number of development partners and other actors. Guidance on how to do this in a meaningful manner is also provided. Nonetheless, as the government leads the monitoring, it has the prerogative to decide whether to do this, how to go about it and which stakeholders to engage.

ii. How do you report on development co-operation provided by different agencies of the same development partner?

Entities that are part of a bilateral development co-operation system are expected to consolidate their inputs and report as one development partner. For example, a development partner provides development co-operation to a specific country through its ministry of foreign affairs, its development agency, its development bank and other line ministries. Consolidated input for this development partner, via its focal point, should be provided to the partner country in question.

⁶ Including results from the KPA, if undertaken.

iii. Can the focal point share the link or distribute copies of the questionnaire for the enabling environment for CSOs?

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

iv. What support is available for participating development partners?

The following support materials provide valuable information for development partners:

- [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 development partners 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.