

Process of Conducting Performance Assessments of the CGIAR Research Program on Fish Agri-Food Systems (FISH CRP)

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Every year, there is an immense effort surrounding the annual reporting exercise for the FISH CRP, which happens every first quarter of the calendar year. Together with the CRP management, research leads, and scientists, the MEL and Data Team are at the forefront of this activity. The process starts with the project and cluster leaders completing their yearly planning with set outputs and deliverables on the MEL platform. Research leaders and scientists report on their activities within the year against planned activities. The information is then captured and gathered in the MEL Platform and stored in [Dataverse](#) and [Dspace](#). The MEL and Data Team processes, analyses, and synthesizes the information every quarter to develop a CRP-wide and organizational snapshot of the progress and prominent achievements at the project, flagship, and cluster level. This process also captures the compliance among staff in using the MEL Platform for research projects and activities. These steps contribute to a package of evidence-based intelligence to guide WorldFish and FISH CRP management, research leads, scientists, and project leaders to make relevant decisions and implement early corrections in line with an adaptive management approach.

Purpose

The performance assessment aims to encourage and facilitate staff and scientists' regular and timely reporting and not wait until the end of the year to upload their research.

The MEL and Data Team is central to this activity. Their responsibilities include setting up and facilitating the implementation of the Results-Based Management (RBM) system for the organization and the research program. It includes supporting the management of CRP and projects on the MEL platform, providing continuous support, and facilitating knowledge sharing within and outside the organization through the MEL platform and the institutional repositories. The MEL and Data Team also supports research groups and bilateral projects to maintain and implement high-quality data gathering and analysis to enhance the organizational intelligence about our partners and various stakeholders.

The MEL and Data Team have conducted a first performance assessment at both CRP- and bilateral investments- levels for the first half of 2020 based on the information extracted from the MEL Platform. The team performed subsequent quarterly analyses with the results presented in an online newsletter. After the publication of the quarterly performance assessments, the CRP Program Management Team (PMT) and the MEL team discussed with research leaders the progress of each research cluster to identify gaps and improvements in their research activities. The MEL team conducted monthly performance updates in the latter part of the FISH CRP.

Process

All data are downloaded from the MEL Platform except for donor reports downloaded from OCS. Reporting indicators that are measured are deliverables, journal articles, and other knowledge products. Higher-level CGIAR indicators such as milestones, policy contributions, Outcome-Impact Case Reports, Innovations, and capacity development activities are also measured.

The indicators can be visualized using PowerBi, Excel, or PowerPoint and embedded to online newsletters using MS Sway. Visualizations show analysis by general categories of research clusters, country, type of product, or expected delivery date.

Deliverables

Real-time reported data are exported from the POWB module in .xls. Identify priority deliverables and tag them in the worksheet. It is helpful to show deliverables by the monthly schedule of completion for scientists to anticipate upcoming commitments

Modify some MEL terms to make them easier to understand and urge action. Below is how the MEL terms were modified in the performance assessments.

Reporting status in MEL	Within reporting period	Outside reporting period
Postponed	Not reported	Planned
Postponed/completed	Completed	Completed
Draft	Partially reported	Partially reported
Postponed/draft	Partially reported	Partially reported
Not Reported	Not reported	Planned

Include a matrix to give details of the deliverables.

Examples of reports showing deliverables progress in W1/W2 funding and W3 funding are shown in Figure 1 and Figure 2.

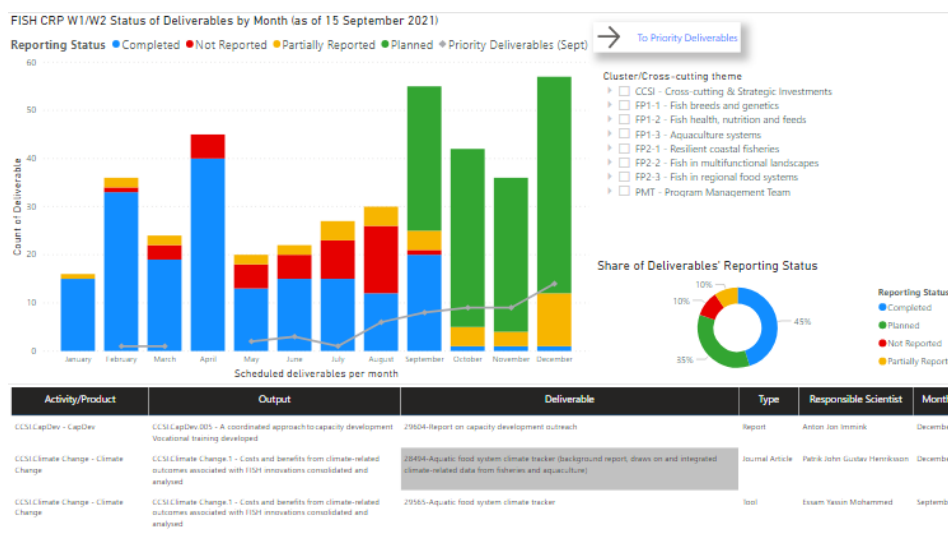


Figure 1. W1/W2 Deliverables progress per month

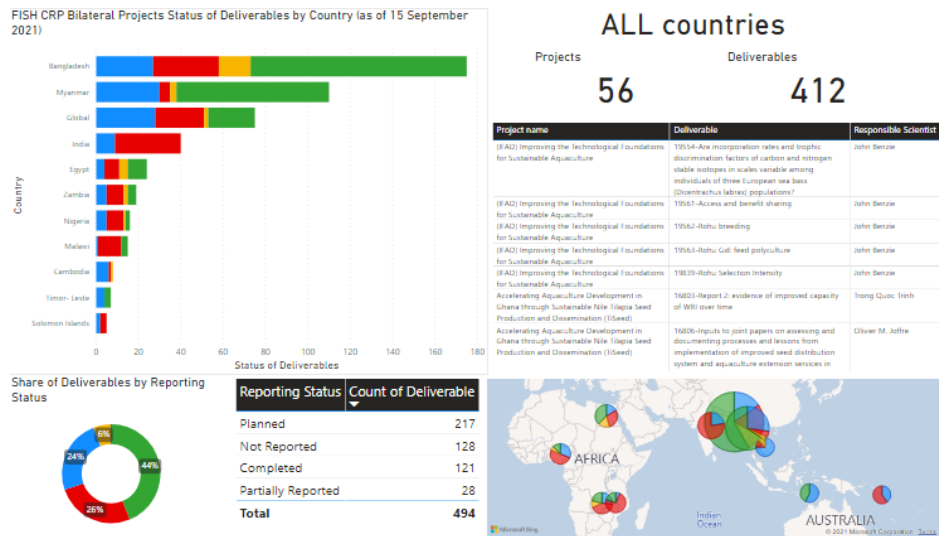


Figure 2. Bilateral projects' progress of deliverables

Donor reports

The donor reports are essential to verify the reported deliverables and capacity development activities. In a parallel action, the MEL team goes through each document and ensures that accomplishments in the donor report are also recorded on the MEL Platform.

The OCS stores the information on the submission of donor reports, even though it is also recommended to upload donor reports in MEL. An analysis of whether project teams are uploading donor reports on time given donor requirements is analyzed in Figure 3.

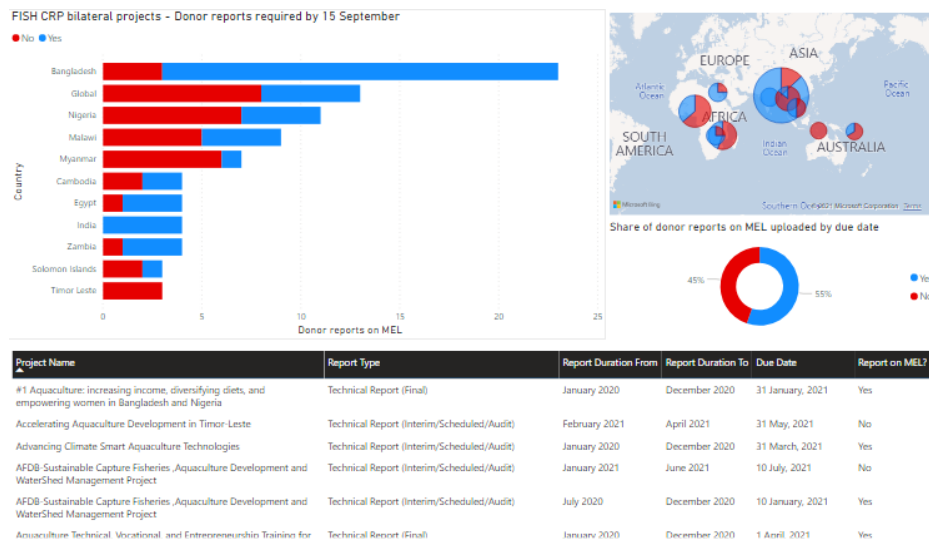


Figure 3. Donor Reports analysis

Journal articles and other knowledge products

Details on knowledge products are from the knowledge evaluation module. Journal articles with top altmetrics scores for the reporting period are presented with a current count of journal articles compared to a yearly trend. Characteristics of journal articles published with open access and in ISI journals are presented together with the current count.

The share of other knowledge products are also included in the analysis. Figure 4 shows an example of how this part of the analysis is presented.

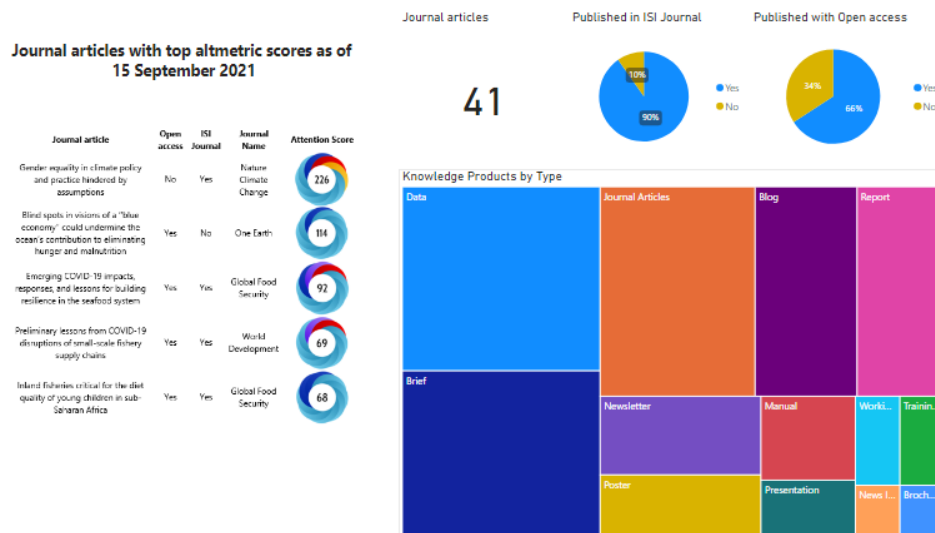


Figure 4. Journal articles and other knowledge products

Policy contributions, Outcome-Impact Case Reports, Innovations, and capacity development activities

The data for these indicators come from Open Facts, POWB, and Knowledge Sharing modules. Numbers are presented in yearly comparison. Figure 5 shows an example of how to report these indicators.

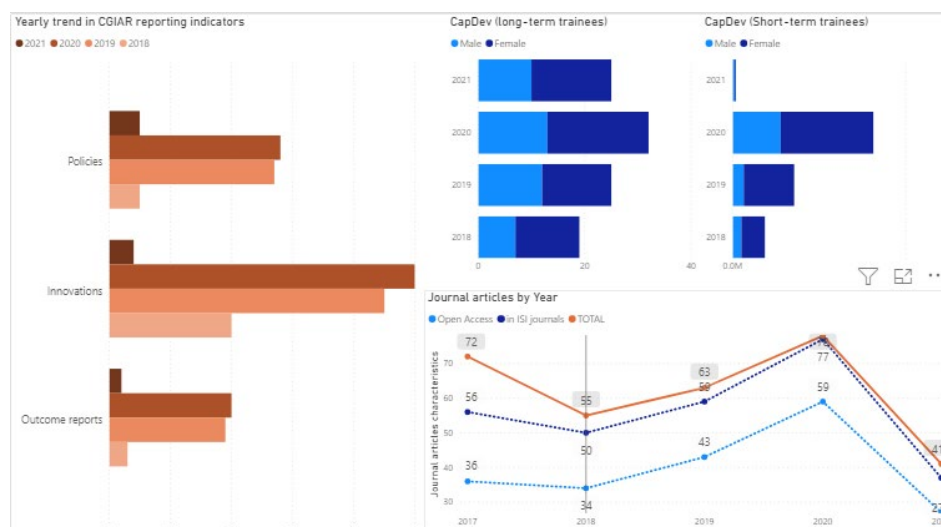


Figure 5. High-level CGIAR reporting indicators

Milestones

It is recommended to include these indicators in the performance assessment so that the research leaders are constantly reminded of the milestones.

FISH CRP milestones (2018-2021)		Milestone title	Reporting year	Milestone status	Means of Verification
All milestones					
14					
Flagship <input checked="" type="checkbox"/> FP1 <input checked="" type="checkbox"/> FP2					
Milestone status <input type="checkbox"/> Cancelled <input type="checkbox"/> Completed <input checked="" type="checkbox"/> Extended to 2021 <input checked="" type="checkbox"/> In progress					
		Milestone 2.3.3. Completion of foresight analysis (accounting for environmental, demand, production trends) of small scale fisheries performance.	2018	Extended to 2021	Reports, Journal articles, Case studies
		Milestone 1.3.1: Environmental improvement plans prepared from FISH research to be adopted by public and/or private sector partners in three countries: one in Africa (Egypt) and two in Asia (Bangladesh, Indonesia).	2018	Extended to 2021	Technical Reports, Journal articles, Policy brief
		Milestone 1.1.1 Production of the first selected generation of Cirri and silver carp (in Bangladesh) and the production of genomic data on specific traits designed to increase resilience in tilapia (global).	2019	Extended to 2021	Publications, Pedigree data bases, Molecular data bases, Meeting reports
		MIL2.3.1 2020 Investment in effective (evidencebased) scaling strategies to spread innovations in focal and scaling countries and supporting nutrition sensitive fisheries management model.	2020	Extended to 2021	Journal articles, technical reports, articulated
		MIL2.3.1 2021 Adoption of improved co management models in focal and scaling countries at wider scale, and policy recognition and support for complementary governance models.	2021	In progress	Flagship level field monitoring data and reports, partner program monitoring reports, Secondary data and reports on this aspect, External evaluation reports, Outcome monitoring and shared learning workshops/Internal reviews; Centre Commissioned External Reviews or External Evaluation commissioned by Independent Evaluation Arrangement in CGIAR
		MIL2.2.1 2021 Achieving a status when National and regional water management, infrastructure and land use policies accounted for SSF rights and access	2021	In progress	Flagship level field monitoring data and reports, partner program monitoring reports,Secondary data and reports on this aspect, External evaluation reports
		MIL2.1.4 2020 Nutrition sensitive approaches to fisheries articulated, evidenced and prepared for scaling	2020	Extended to 2021	Journal articles, technical reports, articulated
		MIL2.1.1 Achieving a status where global and regional food, fisheries, and marine focused are accounting for food and nutrition values and value of investment in fish and aquatic foods	2021	In progress	Pre and post capacity assessment data,analysis of policy statements and policy and program content, Learning products and related publications, documentation of learning events and dialogues organised Process monitoring mechanisms in research and research uptake processes initiated/catalysed by the CRP; Research output tracking in the CRP level Management Information System; Outcome monitoring and shared learning workshops/Internal reviews; Centre Commissioned External Review/ External Evaluation commissioned by Independent Evaluation Arrangement in CGIAR
		MIL1.2.1 2021 Public sector and/or private sector policies/investments supporting scaling of fish health, feed and management practices documented in focal and scaling countries in Africa and Asia (Bangladesh, Egypt, India, Timor Leste, Myanmar, Nigeria)	2021	In progress	Sample surveys, M&E data, national fish production data reports
		MIL1.1.2 2022 Improved rohu carp strains released to farmers in Bangladesh	2021	In progress	Program reports,partner contacts from annual outcome review

Figure 6. Milestones

For reference, the links to previous FISH CRP performance assessments are listed below:

[September 2021](#)

[June 2021](#)

[April 2021](#)

[December 2020](#)

[October 2020](#)

[July 2020](#)