NATIONAL CLIMATE SMART AGRICULTURE (CSA) MONITORING AND EVALUATION FRAMEWORK AND AN ONLINE CSA REPORTING TOOL.

ICAT Initiative for Climate Action Transparency

CSAMSP Climate Action in Agriculture Sector

Alliance

Bioversity International

CIAT International Center for Tropical Agriculture Since 1967 Science to cultivate change

Module outline

MODULE 1
Transparency Reporting Requirements

MODULE 2
Kenya Climate-Smart Agriculture M&E Framework

MODULE 3
Climate-Smart Agriculture Reporting tool

CLIMATE SMART AGRICULTURE REPORTING TOOL (CSAT)

Module 3 – CSA Reporting Tool

Presentation Outline

1. Overview on internet access
2. Introduction to the Climate Smart Agriculture tool (CSAT)
3. Creating and activating accounts
4. Types of Users and their roles
5. Data Form Responses
6. Structure and elements of the data form
7. Standard operating procedure for the tool
8. Scalability and sustainability of the tool
9. Practical work

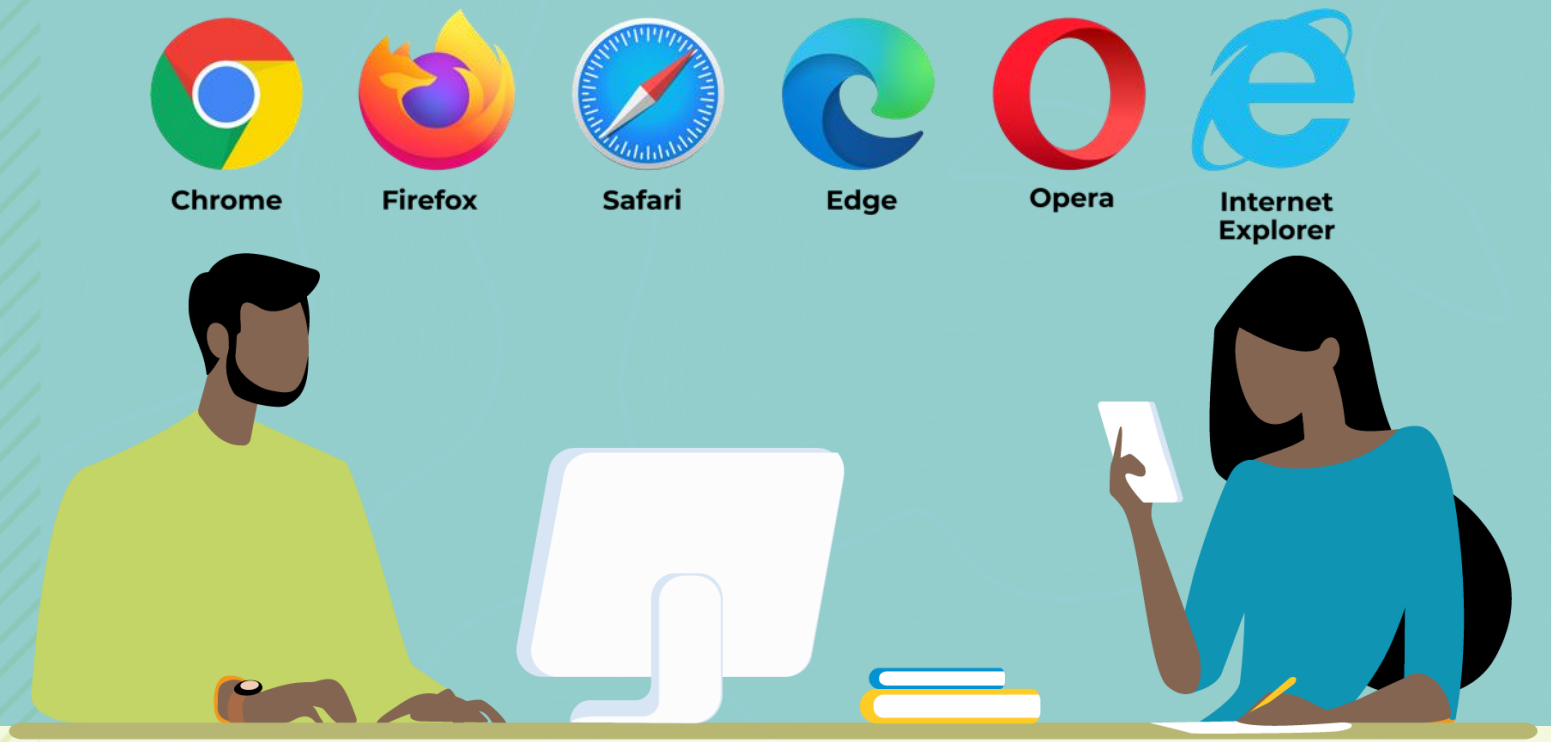
Overview on internet access

Overview on Internet Access

1

Browser: Is an application that can be used to access websites either using a computer or a mobile phone as shown below.

Connect using different internet browsers



2

URL - Stands for a *Uniform Resource Locator*. A URL incorporates the domain name, along with other detailed information, to create a complete address (or "web address") to direct a browser to a specific page online called a web page. In essence, it's a set of directions and every web page has a unique one as shown below.

3

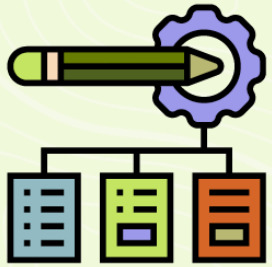
DOMAIN NAME: A domain name is a unique, easy-to-remember address used to access websites, such as 'alliancebioversityciat.org', 'google.com', and 'facebook.com'.

DOMAIN NAME

https://**alliancebioversityciat.org**/stories/launch-kenya-climate-smart-agriculture-multi-stakeholder-platform-strategic-plan-kenya-csa

URL

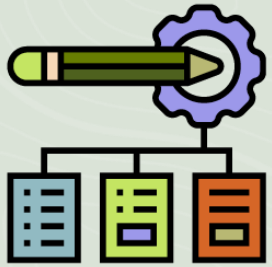
Introduction to the Climate Smart Agriculture tool (CSAT)



CSAT tool

1. The Climate Smart Agriculture reporting tool is **an innovative platform that was developed by partners drawn from government, private sector, research organizations, non-governmental organizations, civil society organizations and community-based organizations, based on the KCSAIF guidelines**.

2. **The tool was developed in response to the felt need for a digital Climate Smart Agriculture tool (CSAT)** for effective, efficient and transparent reporting of climate action in the agriculture sector.



CSAT tool

3 It is configured to accept data inputs from various sources and to store it in a centralized database for analysis and further action.

4 To facilitate the understanding and adoption of the tool by CSA-MSP stakeholders at national, county, sub county and ward levels, this module will provide background knowledge on the tool and a detailed step-by-step guide on how to use the CSAT online website reporting tool.

Usability of the CSAT

The online web application is designed for use by CSA-MSP stakeholders at county and national levels who serve as reporters, reviewers and administrators in climate action related projects.

The tool can be accessed using a variety of devices: tablets, laptops, desktops, and mobile phones if they have an internet connection.

However, it is important to note that **the tool cannot be used offline**. An online connection is required in order to access the tool and be able to submit data!

Usability of the CSAT

The main aim of the tool is to **support the reporting of data at national, county, sub county, and ward levels on CSA projects** to help in the tracking of progress of climate actions.

The Kenya Climate Smart Agriculture Implementation Framework (KCSAIF) sets the scope of this tool with requisite indicators to measure the advancement towards the goal, impact, output, and outcomes.

Types of Indicators

The indicators in the tool are organized in four main outcomes.

Outcome 1:
Institutional Coordination of CSA Policy and Implementation Strengthened

Outcome 2:
Agricultural Productivity and Integration of Value Chain Approach

Outcome 3:
Building resilience and appropriate mitigation actions

Outcome 4:
Communication systems on CSA extensions and agro-weather issues

Why the CSAT?

Accuracy
Ensures that the data collected is accurate and of high quality. Thus, it provides relevant and meaningful information that is aligned with the reporting objectives from the framework.

Ease of Use
The tool is user-friendly, accessible, and intuitive, making it easy for users to collect and enter data.

Scalability
The tool can handle large amounts of data and support growing data reporting needs.

Flexibility
The tool is customizable and flexible, allowing for changes to be made as needs evolve over time. Additionally, the tool allows creation of custom reports, allowing users to tailor reports to their specific needs and requirements.

Why CSAT?

1. **Security:** The data collection tool ensures that data is protected from unauthorized access and breaches. Thus, the tool ensures the security of data, protecting sensitive information and ensuring data privacy.

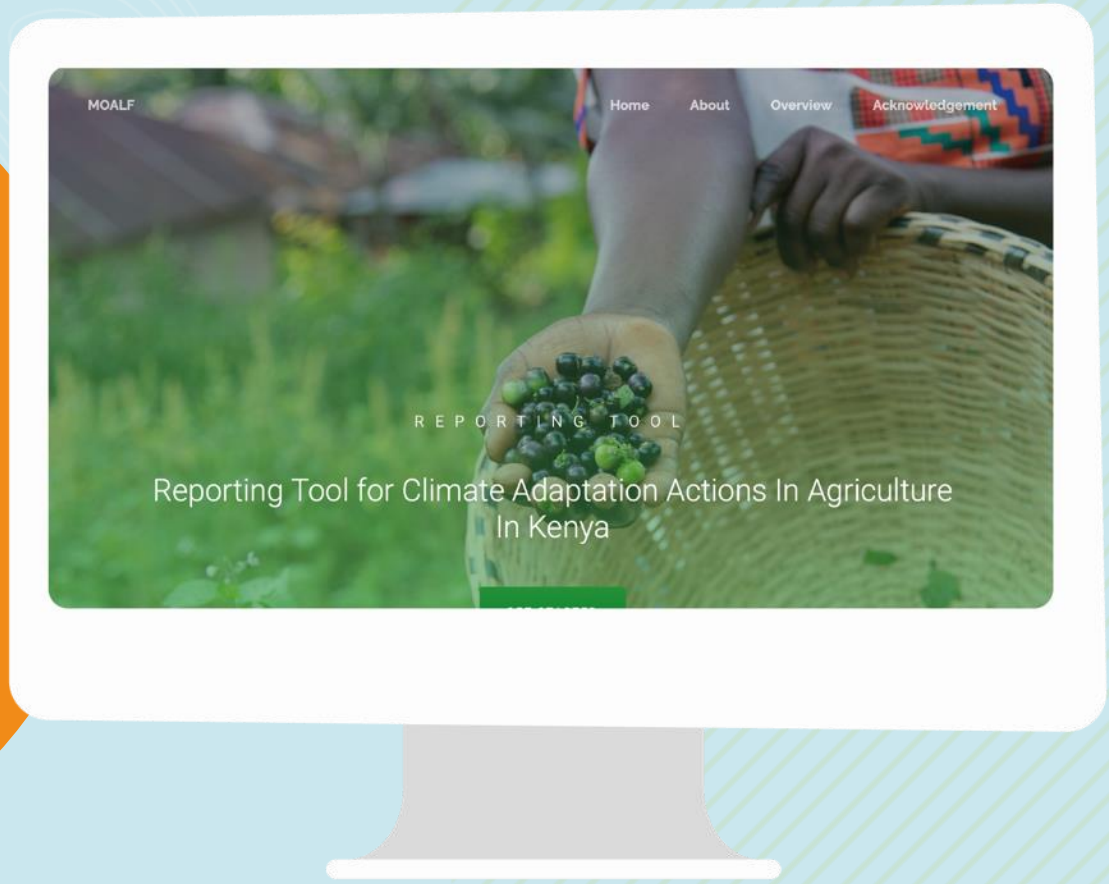
2. **Collaboration:** The tool allows for collaboration and sharing of data among multiple users, if necessary. This promotes transparency, accountability, and trust.

3. **Integration:** The tool is able to integrate with other systems, such as databases and data visualization tools, thus facilitating more comprehensive data analysis, and through its visualization options, allows for easy interpretation.

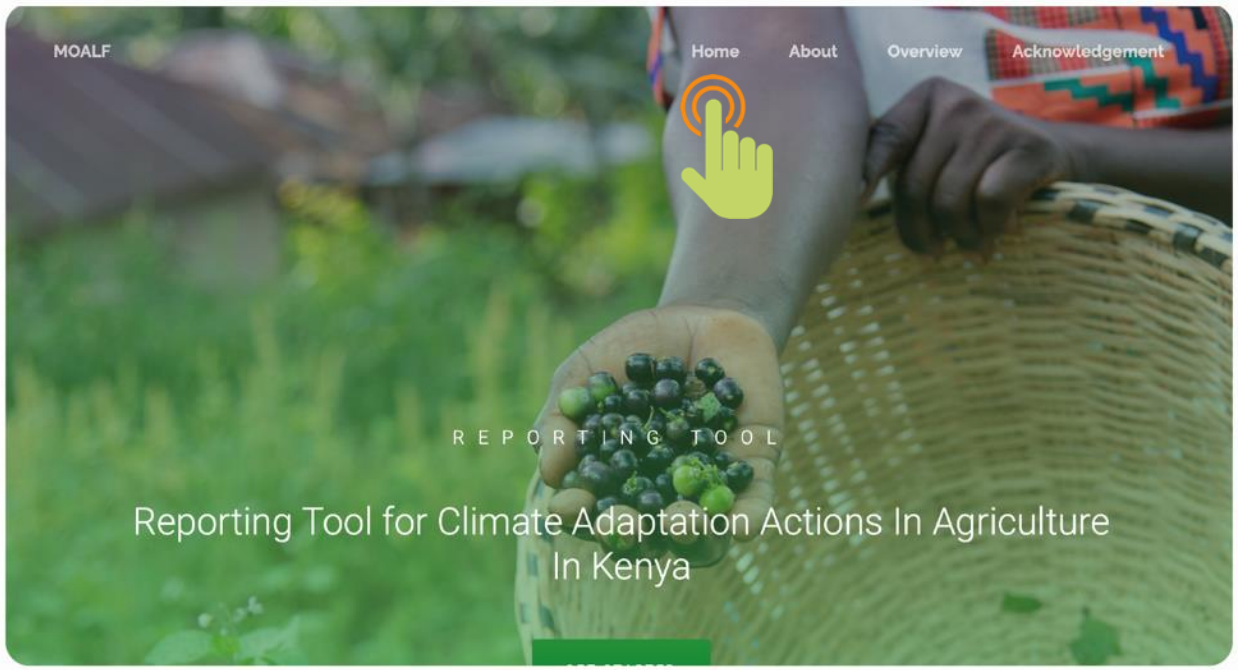
Getting started with CSAT

Access the website data collection tool by opening one of your browser applications and loading a URL: http://170.187.184.207:4200/#/home

Once you are logged in, you will see a webpage with several options at the header with the following navigation tabs: **Home, About, Overview, Resources, Partnersips and Contacts** as shown on next slide on Homepage Window.



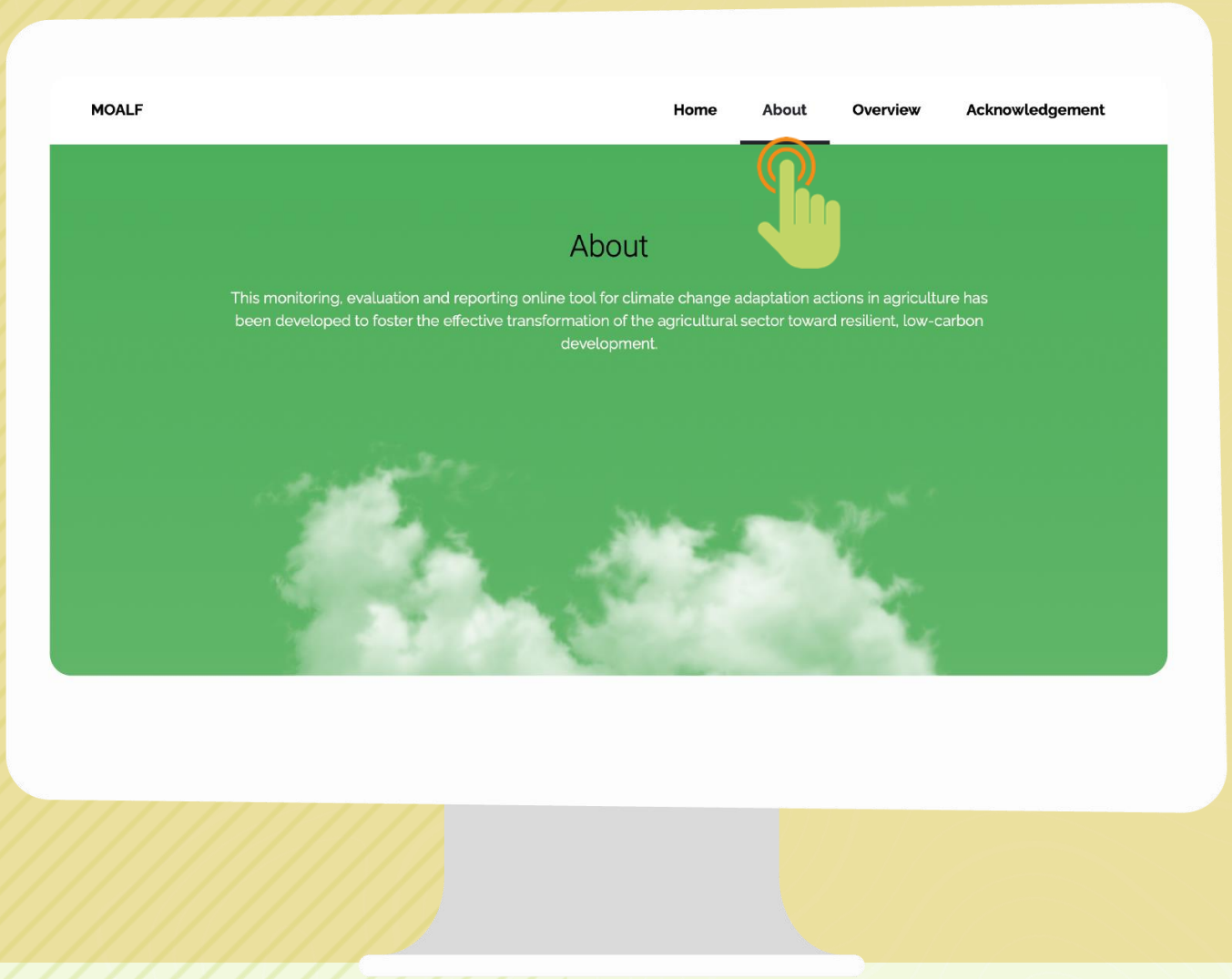
Description of the homepage



HOME TAB: This is typically the main landing page that you will be directed to upon visiting the site.

- It provides an overview of the site's purpose and content and includes links to other sections or pages within the site such as **About, Overview,** Resources**, Partnerships, Contact us, and a button to log in and access the data collection form**.
- Essentially, this tab provides summary information about the tool and the project.

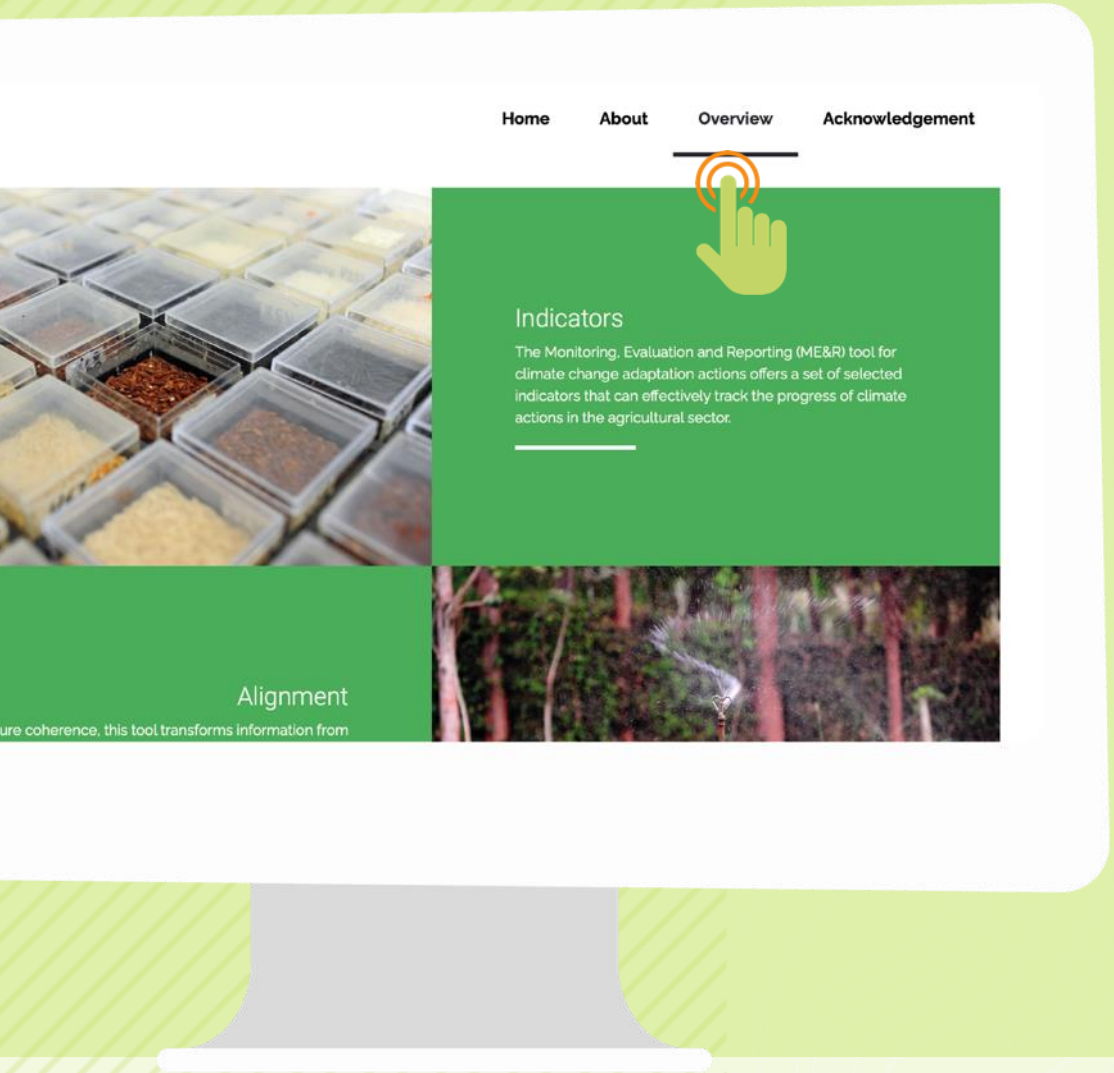
Description of the homepage



ABOUT TAB: This tab provides information regarding the website and key persons details such as creators, owners, or administrators.

- This tab gives an idea of the background and history of the website, as well as information about the partners behind its development.

Description of the homepage



OVERVIEW TAB: It is a summary of the main goals, objectives, and scope of the tool.

- **Framework**: Kenya climate smart agriculture monitoring and evaluation framework 2018-2027
- **Goal**: Advance towards a sustainable, long-term, low carbon, and climate-resilient national development plan that meets the aspirations of Vision 2023.
- **Scope**: This entails the creation of a tool that facilitates the development of a sustainable system for efficient and effective governance of climate resilient and low carbon growth in the agricultural sector.
- **Timeline**: The KCSAIF will be implemented from 2018 to 2027.

Description of the homepage

1. **Key Deliverables**: One of the key deliverables include a website that is completely designed with improved user experience, increased website traffic, and higher customer engagement to enable effective, efficient and transparent reporting of indicators at county and national levels.
2. **Responsibility**: The tool will be managed by the Climate Change Unit in the Ministry of Agriculture, Livestock Development on behalf of the CSA-MSP project partners at national and county levels. The partners consist of national and county governments, private sector, NGOs, CSOs, and CBOs among others.
3. **Beneficiaries**: the main beneficiaries of this tool will be decision makers in the agricultural sector, donors, county and national governments, and UNFCCC national focal point.

Description of the homepage

RESOURCE TAB: This provides additional information and materials related to the main content or purpose of the website. This tab contains a variety of resources, including:

Downloadable files: such as PDFs, case studies, or other documents providing in-depth information about the tool and framework.

Links to external resources: this includes links to articles, blogs, or other websites that provide further information on the framework and tool.

Description of the homepage

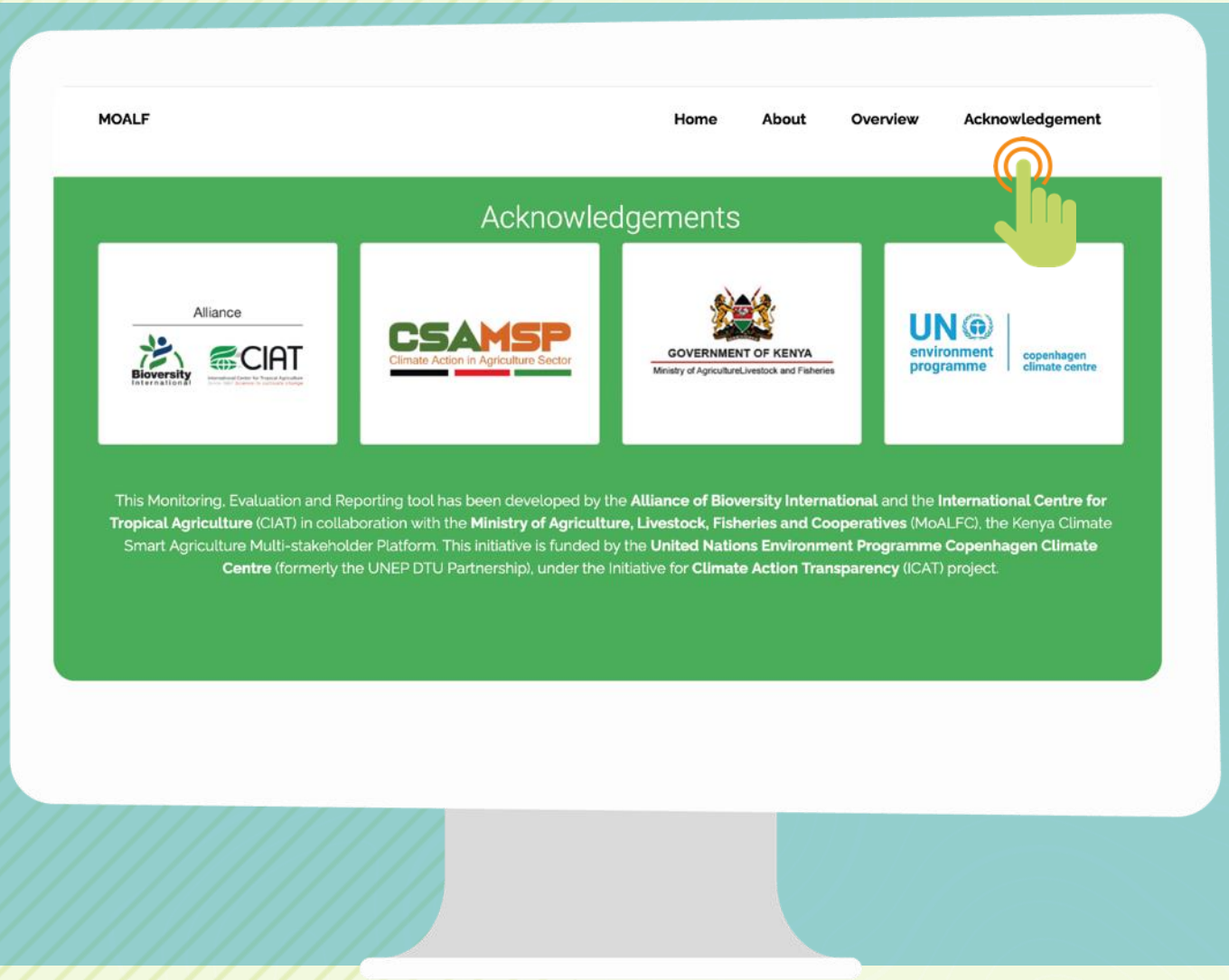
RESOURCE TAB cont.

Videos: this includes tutorial videos, product demos that provides information and enhances the user's experience on the website.

Images: this includes galleries, infographics, or other visual resources that provide additional information to support the main content.

Glossary: this includes a list of terms and definitions related to the subject matter of the website.

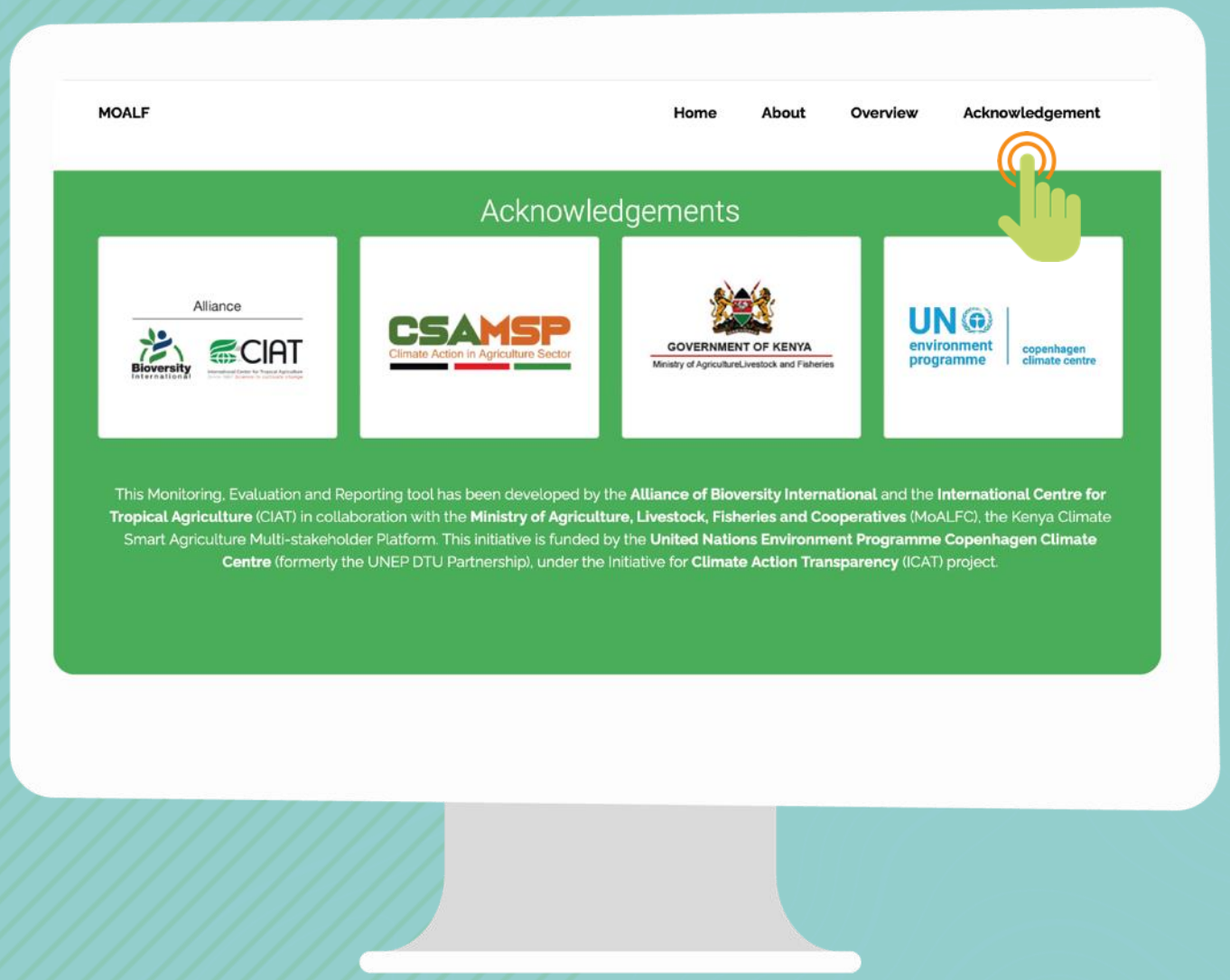
Description of the homepage



ACKNOWLEDGEMENT: This gives credit and recognition to individuals, organizations, or entities that contributed to the content, development of the tool, or support to the development of the website.

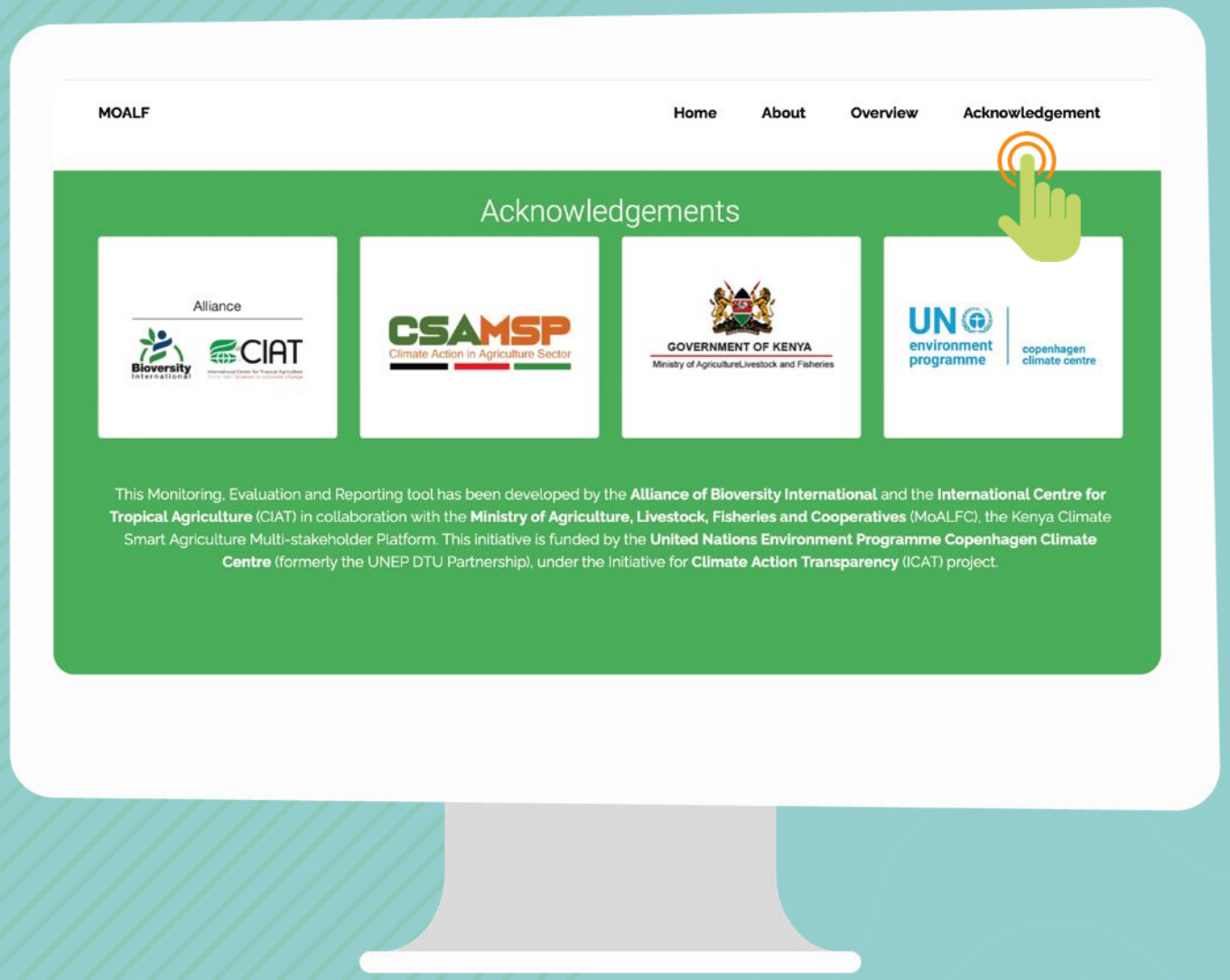
- **Contributors:** They include a list of individuals who have written articles, created videos, provided images or other content that is used on the website. They include climate action experts from government, research organizations, private sector, CSOs, CBOs, and NGOs.

ACKNOWLEDGEMENT Cont.



- **Partners:** They include a list of organizations, companies, or other entities that have partnered with the developers of the website to provide additional resources, information, or other forms of support. They include government, research organizations, private sector, CSOs, CBOs, and NGOs
- **Sponsors:** United Nations Environment Programme Copenhagen Climate Centre (formerly the UNEP DTU Partnership).

ACKNOWLEDGEMENT Cont.



- **Credits:** This can include a list of individuals or organizations that have provided technical support, design services, or other forms of assistance in the development and maintenance of the website. They are the Alliance of Bioversity International and the International Centre for Tropical Agriculture (CIAT) in collaboration with the Ministry of Agriculture, Livestock, Fisheries and Cooperatives (MoALFC), the Kenya Climate Smart Agriculture Multi-Stakeholder Platform.

Contact us tab

It is used to provide users with information on how to get in touch with the website owner, operator, or support team. This tab can contain a variety of information and resources, including:

Contact Form: This is a web form that users can fill out to send a message directly to the website owner or support team.

Email Address: This is an email address that users can use to send a message directly to the website owner or support team.

Contact us tab Cont.

Phone Number: This is a phone number that users can call to get in touch with the website owner or support team.

Mailing Address: This is a physical address that users can use to send mail to the website owner or support team.

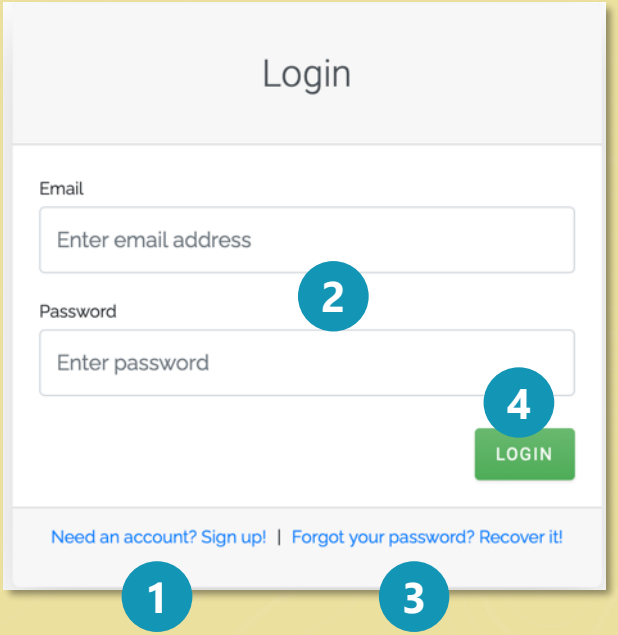
Social Media: This can include links to the website owner or support team's social media profiles, such as Facebook, Twitter, or LinkedIn.

Creating and activating accounts

Creating an Account

From the website home page, click the button **"GET STARTED"**

After clicking "GET STARTED", the pop-up window as shown having the following features will show up:

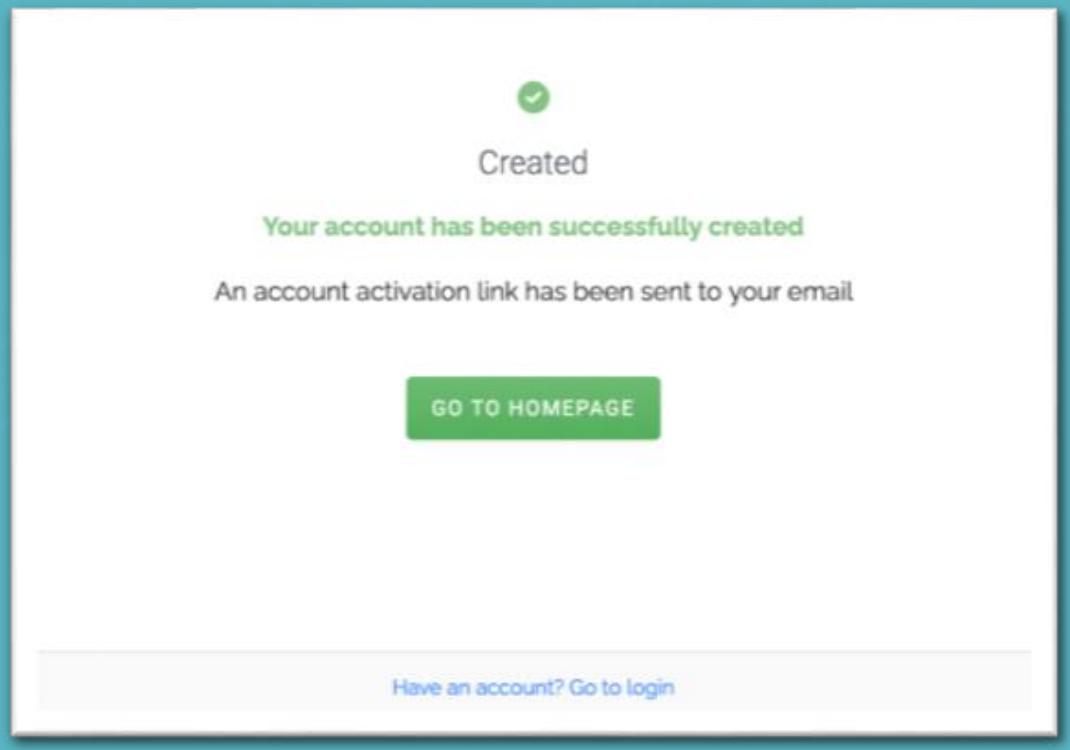


Setting up an account window

Click Button labelled "***Need an account? Sign up!"*** for initial set up of access account. This is done only once. A new pop-up window will appear as shown.

- **Enter your full name** e.g., Jane Doe
- **Enter your valid email address**
- **Enter a strong password**. A strong password is typically comprises a combination of the following elements:
  - **Length**: A password should be at least 12 characters long. The longer, the better.
  - **Complexity**: Use a mix of upper- and lower-case letters, numbers, and symbols. Avoid using easily guessable information such as birthdays or names.
  - **Unpredictability**: Avoid using easily guessable patterns, such as "123456789" or "qwerty".
  - **Uniqueness**: Do not use the same password for multiple accounts.
  - **Examples of strong passwords:**
  - C0mpl3xP@ssw0rd!
  - 1m@g1n@t!v3P@ssw0rd
  - P@ssw0rdW1thSymb0ls#23
- **Click "CREATE ACCOUNT"**

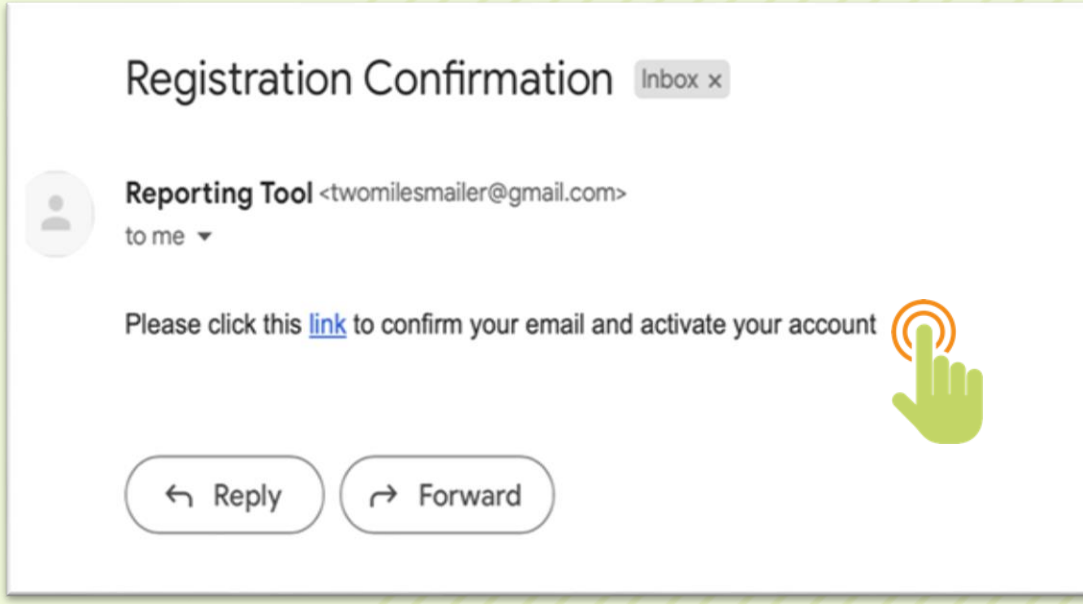
Setting up an account window



When the account set up is complete, you will see a new pop-up window as shown above. It indicates that your account creation is successful. You then go to your email account and click the activation link send to you.

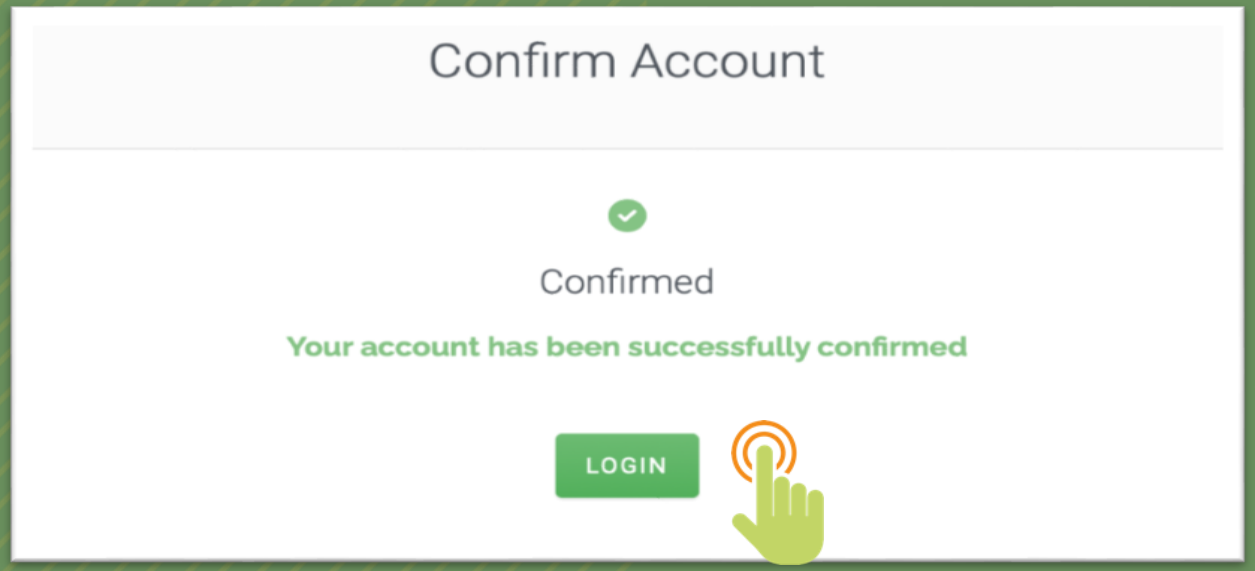
Activating account

In the inbox of your email account, the email message will appear as follows, with the subject “Registration Confirmation”. Click on the blue link to confirm your account as shown in below.



Setting up an account window

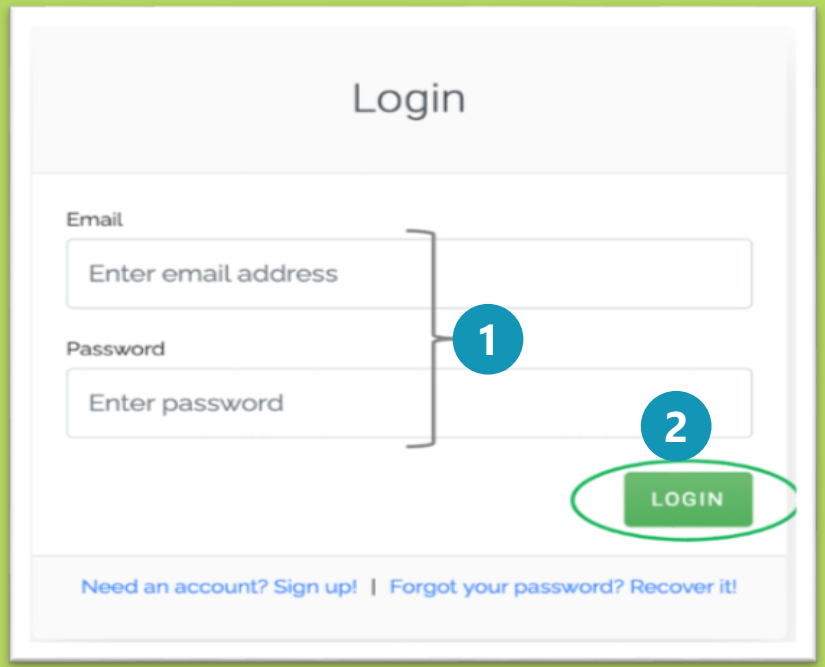
A successful activation window will then appear as shown below.



Click **“LOGIN”.**
A new pop-up window will appear as shown on the right.

Enter the following details:

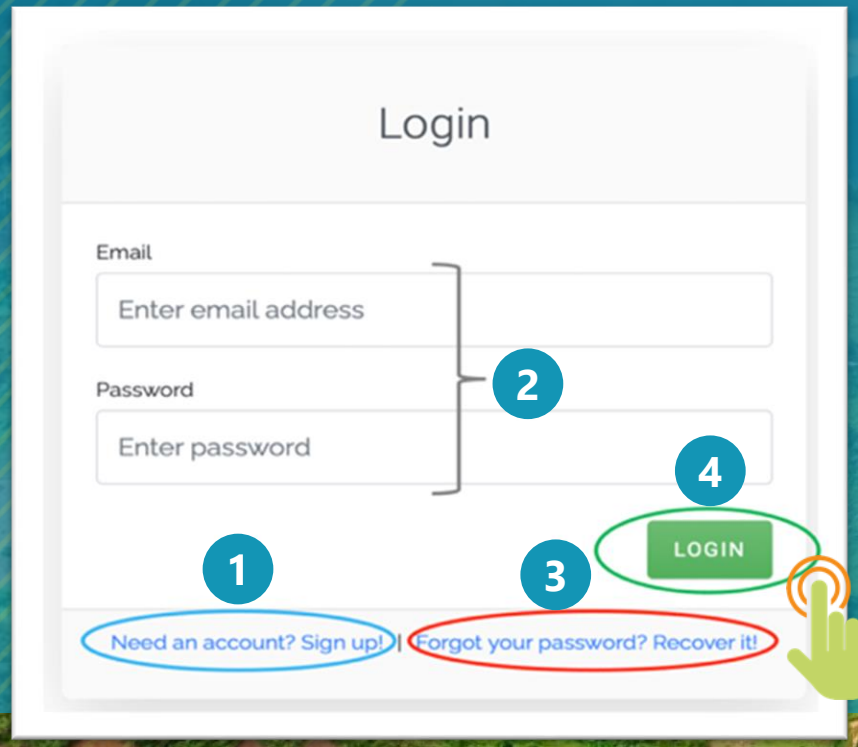
- The email you used during the set up
- The password you included during setup

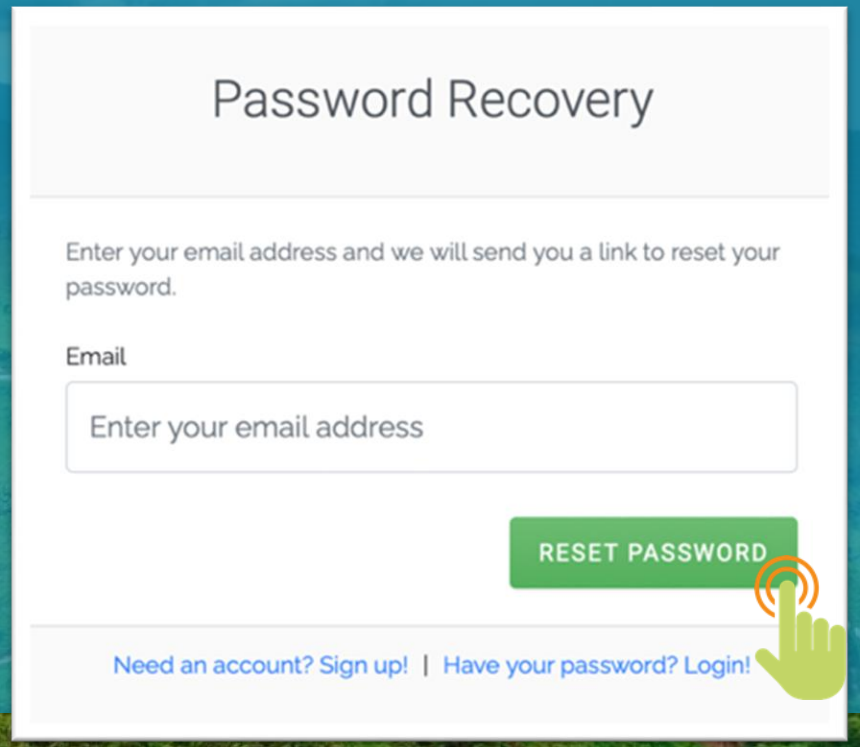


If you forgot your password, you could recover it by resetting your password as shown in the Figure below:

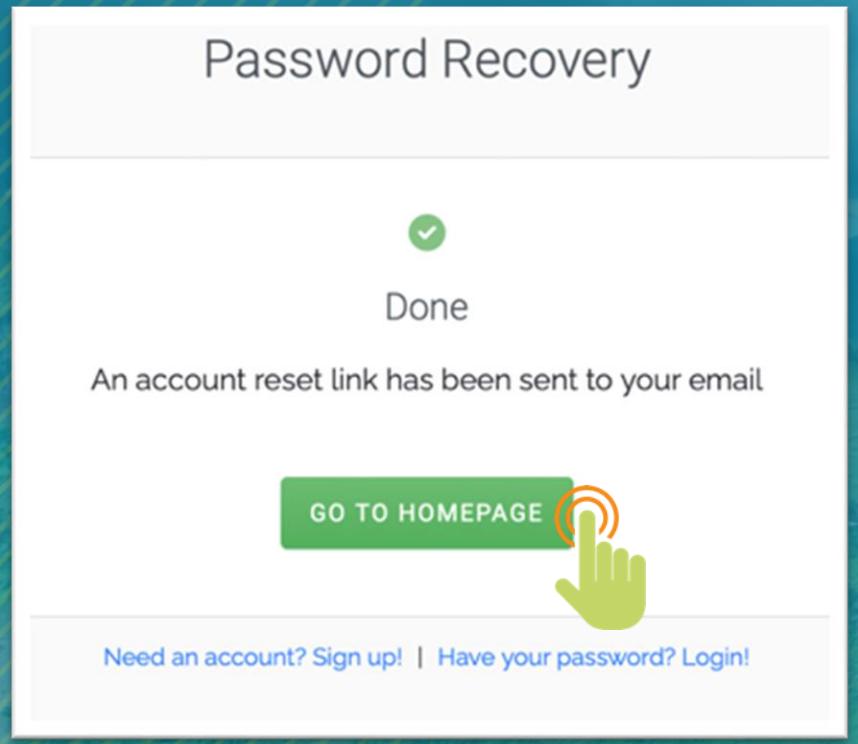
1. From the login window, Click on "Forgot your password? Recover it" (option 3 below)

2. On the next pop up window, enter the email address used during setting of account

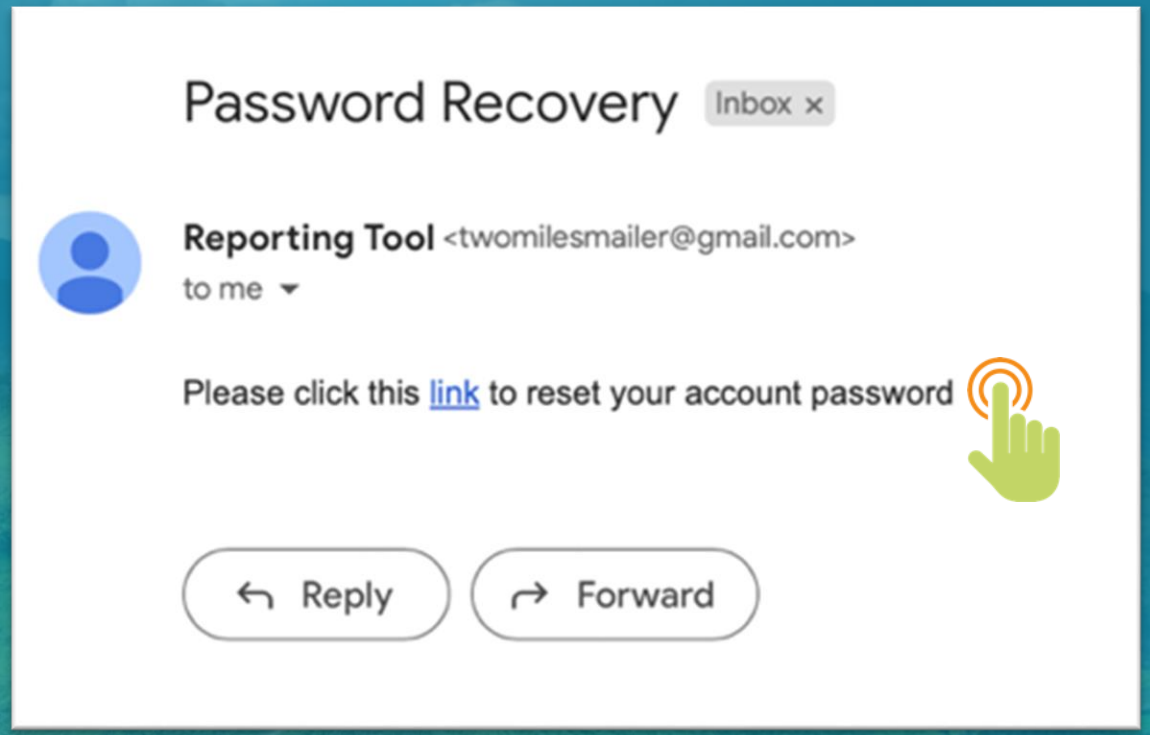




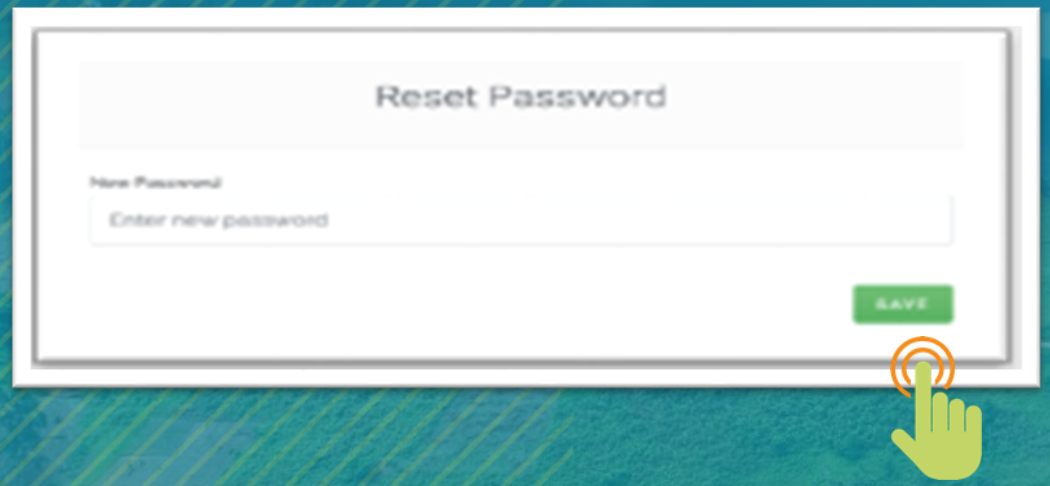
3 A successful password recovery pop up window will appear as shown below



4 Log in to your email by clicking the blue link on the email labeled "Password Recovery" as shown below



5 On the new pop up window, enter your new strong password and click save as shown below



6 The new pop up window will appear showing your password has been successfully updated as shown below.

Click on **"GO TO LOGIN PAGE"** and enter your email and your new password. This will log in to the system.

Types of Users and their roles

User Roles

- After successful log in, proceed to setup your data collection forma In the landing page.
- The tool will be managed by a team of three user categories including reporters, reviewers, and administrator. The roles of each these users are described herein under.

REPORTERS

The reporters in the CSA reporting process plays a key role.

Their task is to gather the documented CSA actions from their organizations'/institutions' projects within a specified reporting period, and submit them through the CSA reporting tool.

The information must be accurate and representative of the organization's CSA related efforts in the designated location.

User Roles

REVIEWER

The reviewer, serving as the CSA desk officer at the county level, will oversee the reporting process for county level stakeholders, and also ensure the quality of all reports submitted by reporters/organizations in the county.

Working with the administrator and the county's CSA-MSP steering committee, the reviewer will ensure that all stakeholders are properly profiled and given access to the reporting tool for their respective organizations/institutions to report.

User Roles

ADMINISTRATOR

The Administrator plays a crucial role in the reporting of CSA actions across the country, operating primarily from the CCU at the head office of the Ministry headquarters.

Their responsibilities include assigning roles to the reporters and reviewers, and ensuring that the reporting tool functions properly.

The administrator also profiles organizations/institutions with the necessary credentials to access it for reporting their CSA activities.

The Administrator is in addition responsible for verifying the quality of submitted data, conducting statistical analyses, consolidating the data, and developing the final report for submission to the CCD.

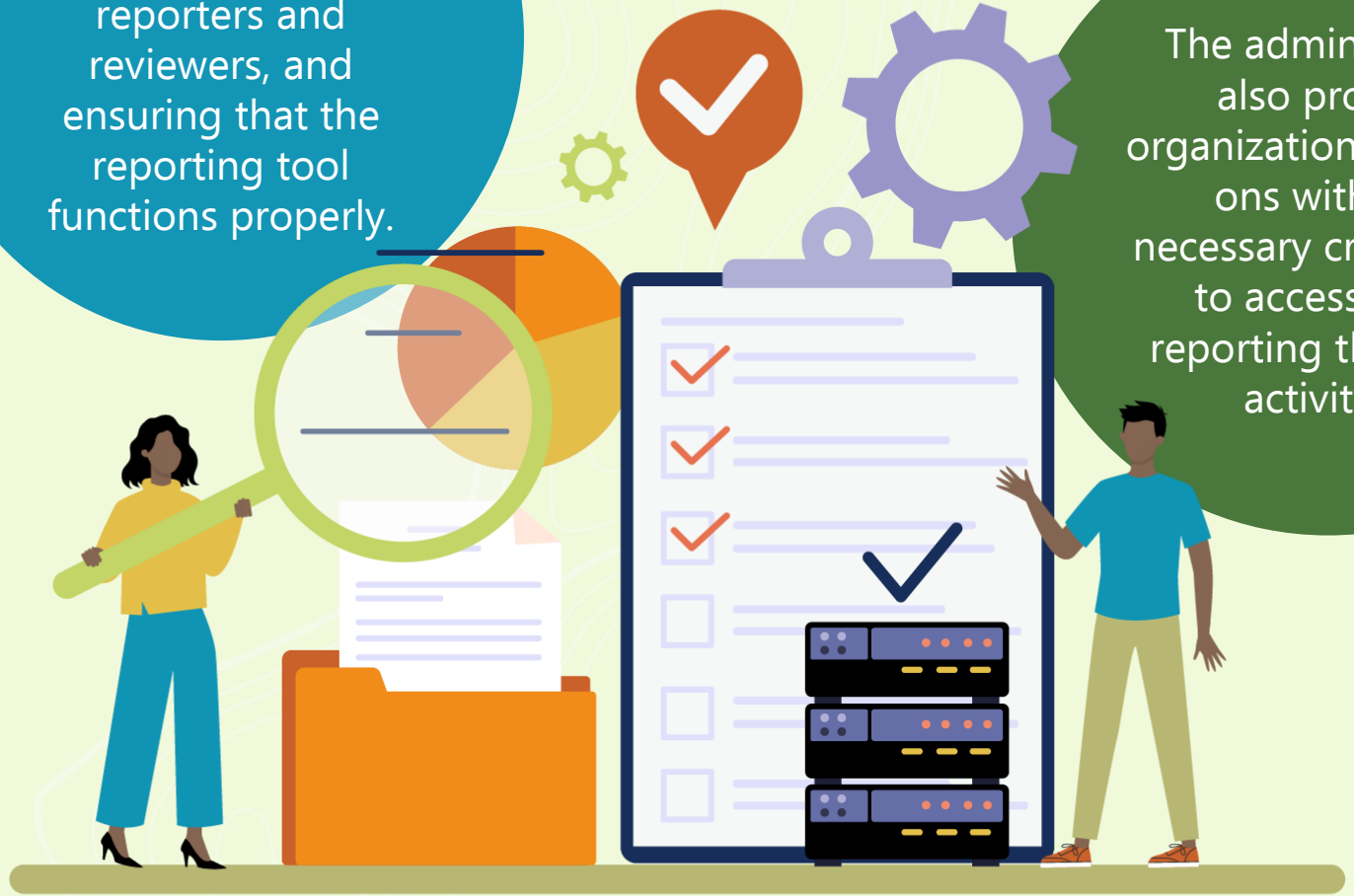


Photo: ©CIAT | NeilPalmer

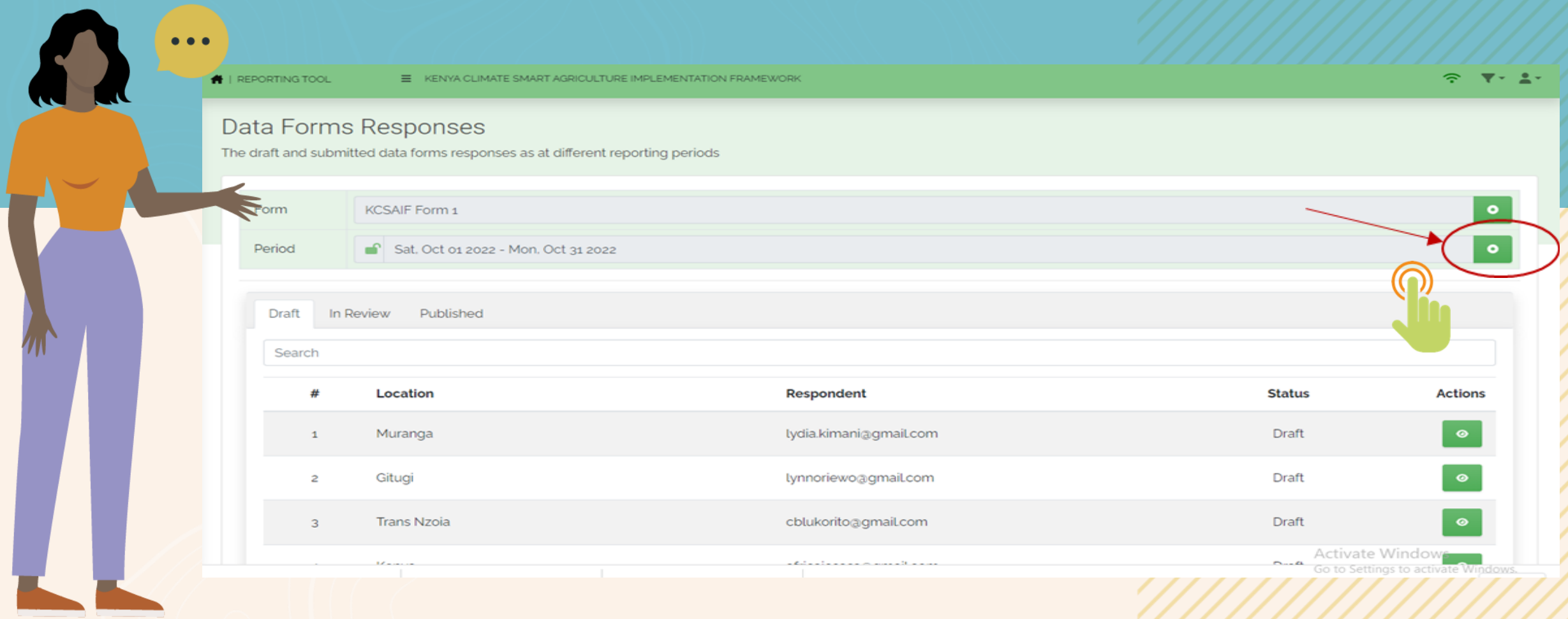
Data Form Responses

Data Forms Responses

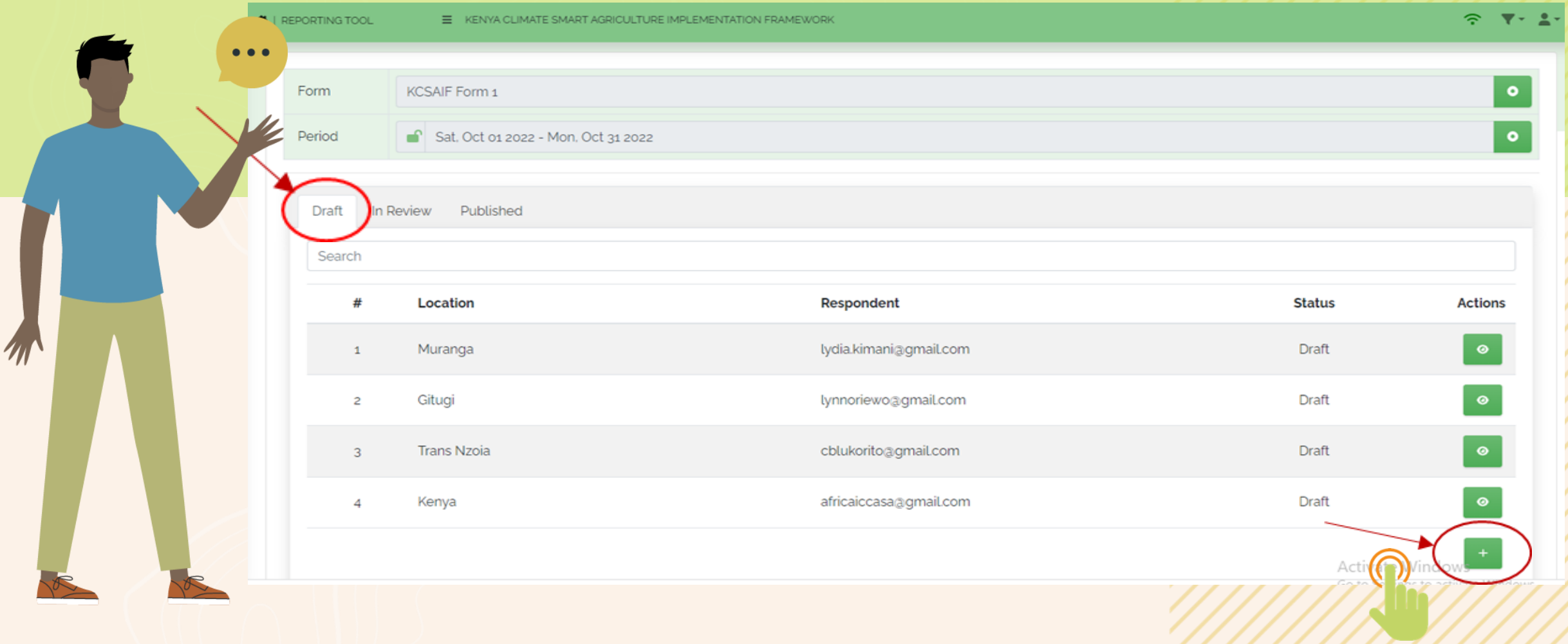
How to access data forms after approval by the administrator:

Click getting started button as shown

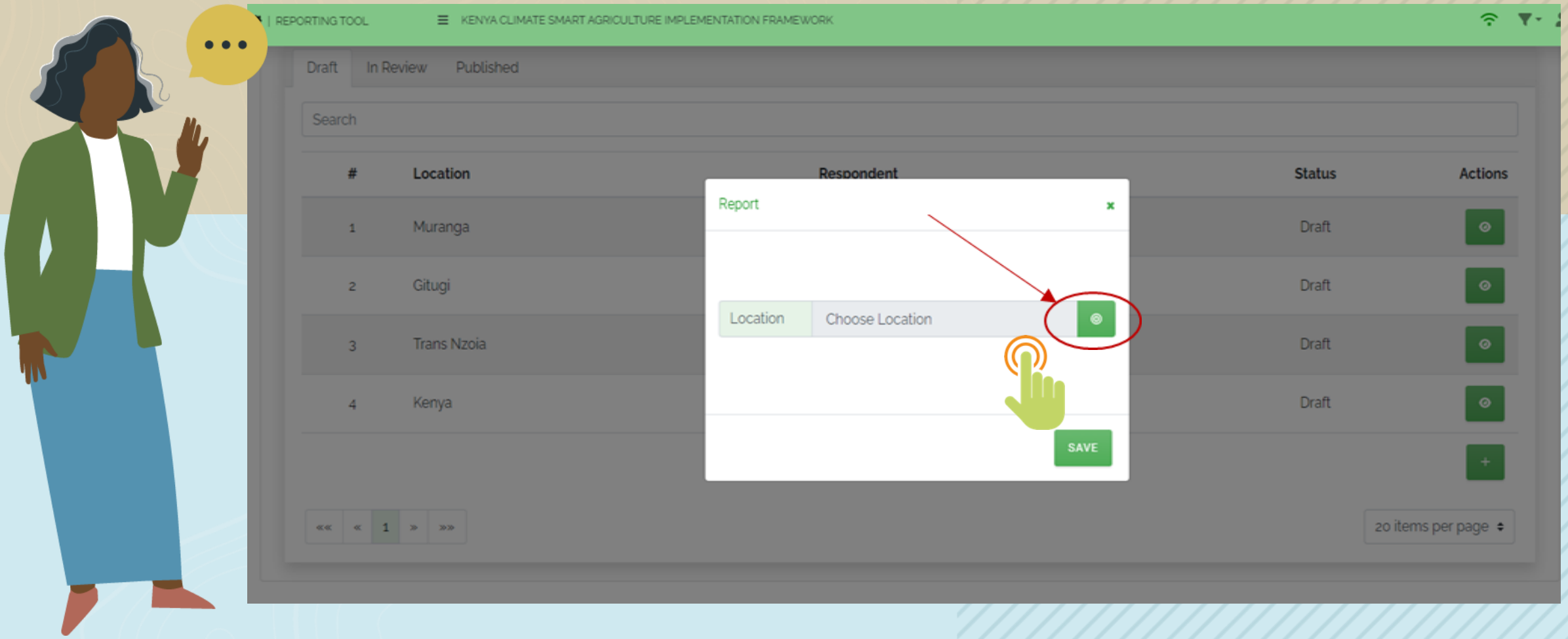
A data response form window will open, showing the type of form, e.g. KCSAIF1, and the reporting period. **Click the button to select reporting period as shown below:**



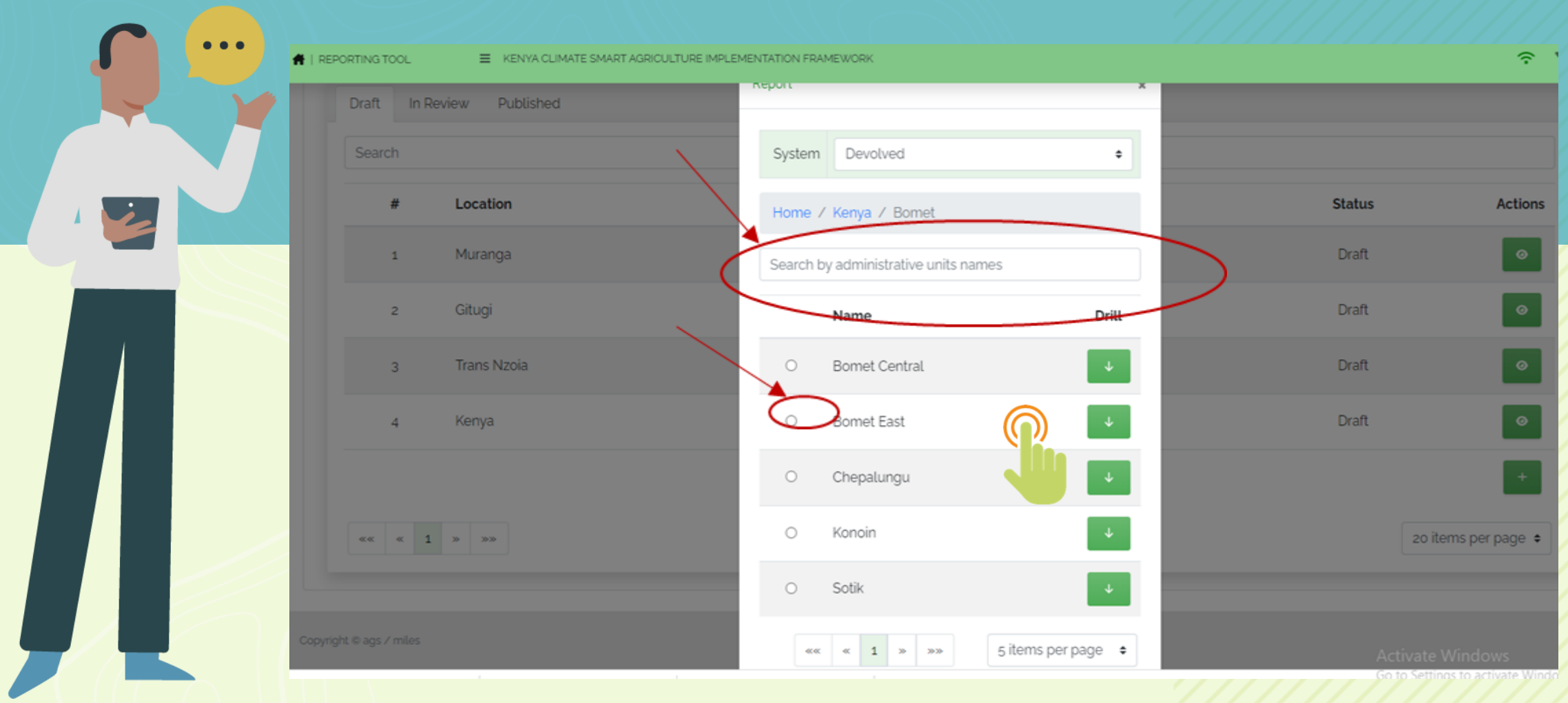
Click on the Draft, then **click (+) sign on the bottom right** to select location.



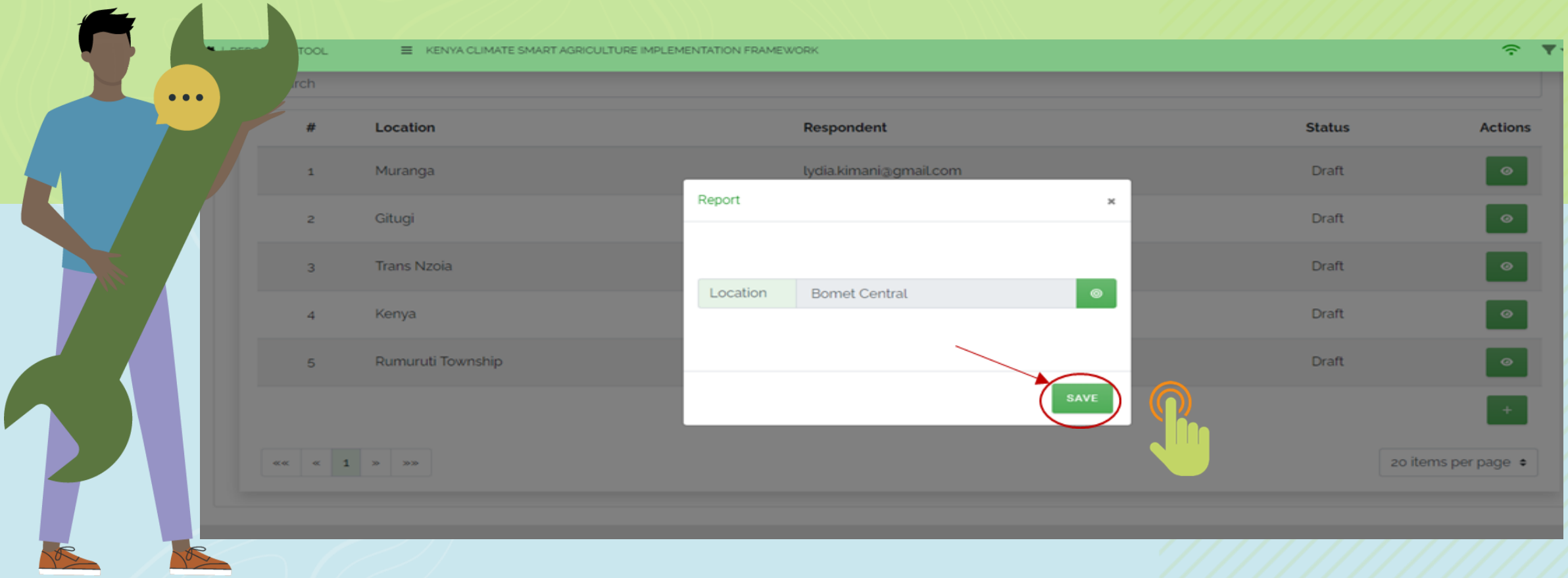
A small pop-up window will appear. **Click the button to select the location as illustrated below:**



After clicking the button, another small window will open up with a **list of administrative units**. Search and **select the name of administrative unit you require** as shown below:



Upon selection of the name of the administrative unit, **click save button as shown below:**



After saving, the **Data Form Response** window will open based on **target location for data entry** as shown below:

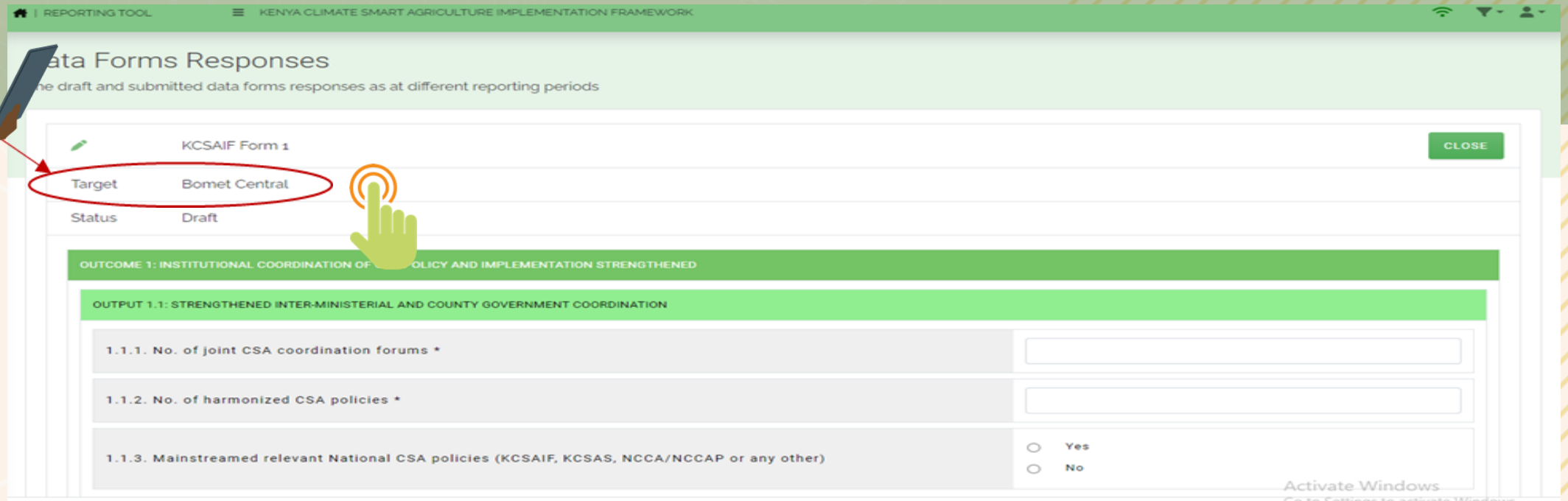


Photo: ©2019 Alliance of Bioversity International | Georgina Smith

Structure and elements of the data form

Structure of the Data Form

GOAL
A national, long-term, low-carbon, climate-resilient development pathway, alongside realization of the development goals of Kenya Vision 2030

IMPACT
Improvement of agricultural livelihoods and food, nutritional, and income security through CSA extension.

Structure of the Data Form

- The form consists of a **set of indicators** that can effectively track the progress of climate actions in the agricultural sector.
- It **provides all stakeholders undertaking agricultural-sector climate actions** with the requisite indicators to measure advancements towards the goal, impact, outcomes, and outputs as outlined in the KCSAIF.
- The form, thus enables effective M&E reporting.

Structure of the Data Form

Indicators	Unit of measure
Climate change adaptation investments in the agricultural sector	Ksh.
GHG emissions per unit of agricultural produce per commodity	Kg CO2eq/unit
Renewable energy investments in the agricultural sector	Ksh.
The proportion of climate-resilient households	%
Total agricultural-sector GHG emissions	Metric Tons CO2eq
Prevalence of severe food insecurity in target areas	%
National average intake of calories per capita	Kcal per capita
Prevalence of stunted children under five years old	%
Household dietary diversity score, which is an index of household food availability, access, utilization, and stability of supply	Index

Outcome 1: Institutional Coordination of CSA Policy and Implementation Strengthened

The aim of **Outcome 1** is to demonstrate existence of a sustainable system for achieving coordinated, coherent, and cooperative governance of climate-resilient, low-carbon growth in the agricultural sector through improved inter-ministerial and county government coordination.

This is to be achieved through:

- deepening partnerships between state and non-state actors; and
- improved linkages between actors in the agricultural research system, advisory services, and producers.

Indicators and Units of Measure

Indicators	Unit of measure
Indicator 1.1: Total amount of finances invested in CSA	Ksh.
Indicator 1.2: Existence of functional CSA coordination mechanism at the national and county levels	Descriptive
Indicator 1.3: Presence of up-to-date CSA policies and strategies in place at both national and county levels of governance	Descriptive
Indicator 1.4: Existence of functional research-extension-farmer linkages mechanisms	Descriptive

The expected outputs include:

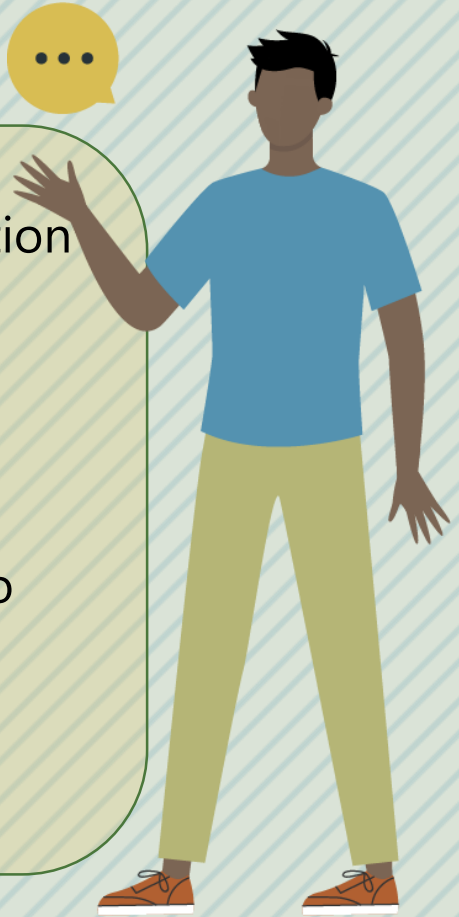
Outputs 1.1: Strengthened inter-Ministerial and County Government Coordination

Output 1.2: Strengthened Partnerships Among State and Non-State Actors

Output 1.3: Strengthened Research-Extension-Farmer Linkages

Output 1.4: Enhanced Enabling Environment for CSA

Output 1.5: Enhanced Capacities of Organizations to Address Issues Relevant to CSA



Outcome 1: Institutional Coordination of CSA Policy and Implementation Strengthened

OUTCOME 1: INSTITUTIONAL COORDINATION OF CSA POLICY AND IMPLEMENTATION STRENGTHENED	
OUTPUT 1.1: STRENGTHENED INTER-MINISTERIAL AND COUNTY GOVERNMENT COORDINATION	
1.1.1. No. of joint CSA coordination forums *	
1.1.2. No. of harmonized CSA policies *	

Outcome 2: Agricultural Productivity and Integration of Value Chain Approach

The aim of **Outcome 2** is to mainstream CSA to support the transformation of Kenya's agricultural sector into an innovative, commercially oriented, competitive, and modern industry that contributes to poverty reduction and improved food security in Kenya.

Indicators and Units of Measure

Indicators	Unit of measure
Indicator 2.1: Changes in productivity of various value chains	%
Indicator 2.2: Changes in the quantity of marketed produce or products derived from value-added commodities	Tonnes
Indicator 2.3: Change in number of value chain actors in the agricultural sector adhering to market standards	N
Indicator 2.4: Volumes of strategic reserves of foods or feeds stored	Tonnes
Indicator 2.5: Percentage change in area of land under efficient irrigation systems	%
Indicator 2.6: Proportion of small and medium-sized enterprises (SMEs) using green technologies for value addition	%
Indicator 2.7: Number of green jobs created	N
Indicator 2.8: Change in percentage of post-harvest losses by value chain	%

The expected outputs include:

Output 2.1: Improved Access to and Use of Adaptive Technologies (TIMPS)

Output 2.2: Enhanced Efficiency of Irrigation

Output 2.3: New Products Developed and Value Addition of Commodities Enhanced

Output 2.4: Enhanced Competitiveness and Markets Access for Climate Smart Products

Output 2.5: Improved Food and Feed Storage and Distribution

Outcome 2: Agricultural Productivity and Integration of Value Chain Approach

OUTCOME 2: AGRICULTURAL PRODUCTIVITY AND INTEGRATION OF VALUE CHAIN APPROACH	
OUTPUT 2.1: IMPROVED ACCESS TO AND USE OF ADAPTIVE TECHNOLOGIES (TIMPS)	
2.1.1. Types of Adaptive technologies (TIMPs) in use along value chains (crops, livestock, fisheries)	
2.1.2. Types of CSA products certification (e.g., organic or Global G.A.P)	

Outcome 3: Building resilience and appropriate mitigation actions

The aim of **Outcome 3** is to reduce the vulnerability of agricultural systems by cushioning them against the impacts of climate change and to reduce GHG emissions where possible.

Indicators and Units of Measure

Indicators	Unit of measure
Indicator 3.1: Percentage change in GHG emission intensity	%
Indicator 3.2: Total land under integrated soil fertility and water management practices	Ha
Indicator 3.3: Total area under Ecosystem management and degraded land rehabilitation	Ha
Indicator 3.4: Volume of water harvested and stored for agricultural use	M3
Indicator 3.5: Existence of Monitoring Reporting and Verification (MRV+) systems	Descriptive

The expected outputs include:

Output 3.1: Soil Health Improved, And Degraded Lands Rehabilitated

Output 3.2: Enhanced Conservation of Water and Other Natural Resources

Output 3.3: Enhanced Access to Climate Risk Related Agricultural Insurance and Other Safety Nets

Output 3.4: Synergies Between Adaptation and Mitigation Promoted

Outcome 3: Building resilience and appropriate mitigation actions

OUTCOME 3: BUILDING RESILIENCE AND APPROPRIATE MITIGATION ACTIONS	
OUTPUT 3.1: SOIL HEALTH IMPROVED, AND DEGRADED LANDS REHABILITATED	
3.1.1. No. of farmers adopting climate smart soil fertility management practices	

Outcome 4: Communication Systems on CSA Extension and Agro-weather Issues

The aim of **Outcome 4** is to strengthen communication systems related to CSA extension and agro-weather issues by:

- generating, communicating, and disseminating CSA knowledge;
- enhancing access to climate information and agro-weather advisory services and early warning systems; and
- developing capacity in climate risk contingency planning.

Indicators and Units of Measure

Indicators	Unit of Measure
Indicator 4.1: Change in total number of actors with access to CSA information	N
Indicator 4.2: Existence of functional CSA information management systems	Descriptive
Indicator 4.3: Existence of functional contingency plans for climate risks response	Descriptive
Indicator 4.4: Presence of functional CSA communication strategies.	Descriptive

Outcome 4: Communication Systems on CSA Extension and Agro-weather Issues

OUTCOME 4: COMMUNICATION SYSTEMS ON CSA EXTENSION AND AGRO-WEATHER ISSUES	
OUTPUT 4.1: ENHANCED CSA KNOWLEDGE GENERATION	
4.1.1. No. of CSA knowledge products developed	
4.1.2. No. of stakeholders generating CSA information	

The expected outputs include:

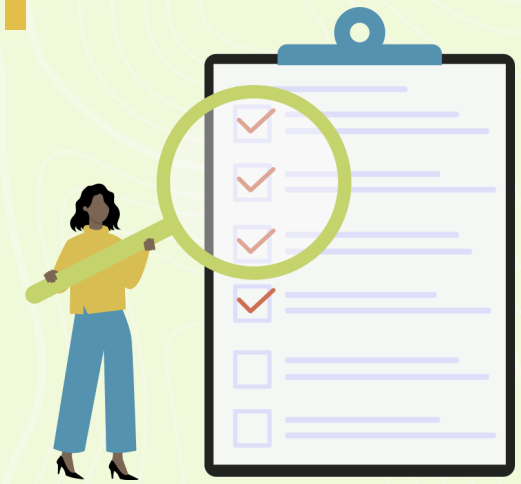
Output 4.1: Enhanced CSA Knowledge Generation

Output 4.2: Enhanced CSA Knowledge Communication and Dissemination

Output 4.3: Access to Climate Information and Agro-Weather Advisory Services Enhanced

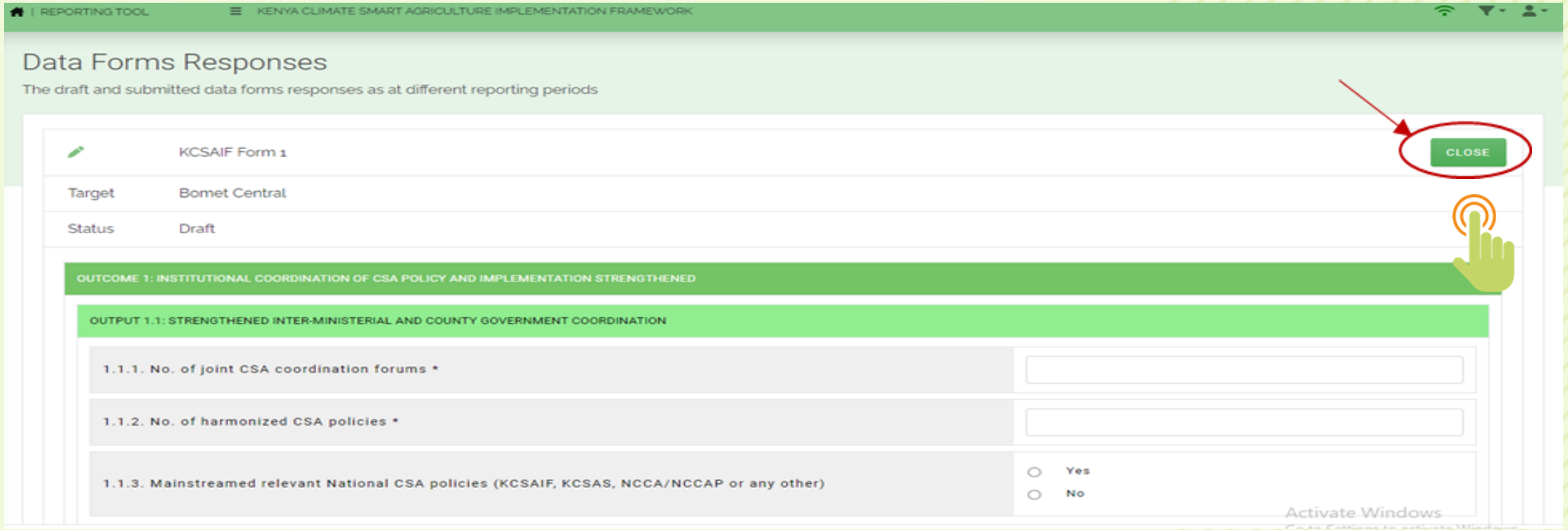
Output 3.4: Early Warning Systems and Contingency Plans for Climate Change Response Strengthened

Standard operating procedure for the tool



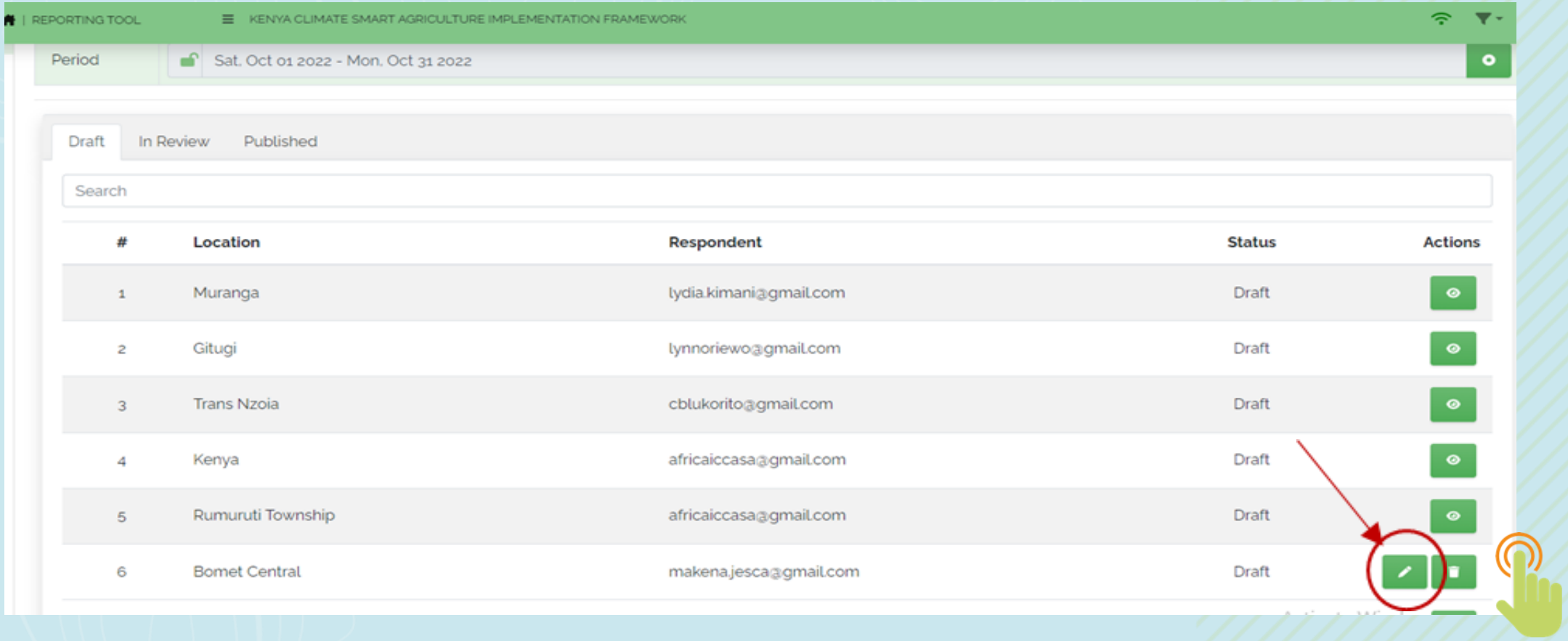
Form Content Editing and Submission

Prior to submission of the filled reporting form, you can edit it and close by clicking “close” at the top left of the data form response window as shown below:



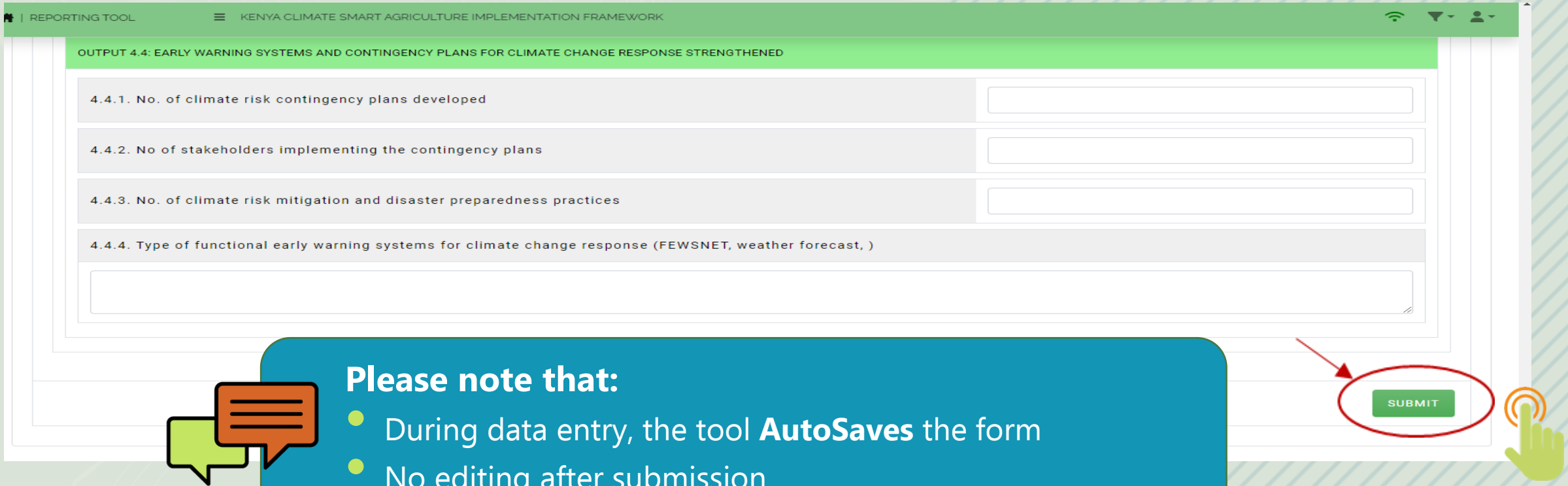
Form Content Editing and Submission

Filled data form can be accessed for editing by clicking the pencil icon as shown below:



Form Content Editing and Submission

Submit the duly filled reporting form by clicking “submit” at the bottom left of the window as shown below:



Please note that:

- During data entry, the tool **AutoSaves** the form
- No editing after submission

Scalability and sustainability of the tool

Scalability of the tool

The reporting tool has the potential to be extended to other locations outside the project areas, and forms a sound basis for attribution and recognition of actors in climate action.

- With regard to attribution, the tool can give organizations reporting on climate actions the chance to be recognized for improving transparency of reporting at the county level.
- This is crucial for non-state actors who use this information to secure funding from financial institutions, or donors for their respective organizations.
- Recognition also offers organizations participating in the reporting process the opportunity to receive priority consideration for future climate change projects at the county level.
- This will incentivize actors in the county to participate in the County CSA-MSP projects and activities, thus contributing further to enhanced climate action in agriculture.

Sustainability of the tool

The reporting tool provides basis for continued flow of information that can inform decision making and resource allocation, aimed at enhancing resilience, improving productivity, and reducing emissions.

- Furthermore, the information availed by the tool can improve cross-sectoral planning and increase access to climate finance.
- The tool is accessible online and provides flexibility needed to upload content on climate action.
- The tool is designed for ease of use and quick uploading of content based on a password policy that is set by the relevant partner institutions.

Photo: © World Agroforestry

THANK
YOU