

**QUARTERLY REPORTING FORMAT - COMPONENTS**

1. **LIST OF ACRONYMS**

**This section will expand all the acronyms used in the report.**

AC – Anti-Corruption

ACTUs – Anti-Corruption and Transparency Units

CSOs – Civil Society Organisations

EU – European Union

FMoJ – Federal Ministry of Justice

IATT – Inter-Agency Task Team

IDEA – Institute for Democracy and Electoral Assistance

LGAs – Local Government Areas

MDAs – Ministries Departments and Agencies

NACS – National Anti-Corruption Strategy

NFIU – Nigeria Financial Intelligence Unit

PWDs – Persons with Disabilities

ROLAC II – Rule of Law and Anti-Corruption Phase II

UNCAC – United Nations Convention on Anti-Corruption

1. **COMPONENT 3**
2. **PROGRESS NARRATIVE Maximum of 6-9 pages.**

This section focuses on the results (outcomes) achieved during the reporting period. Outcomes are changes in behaviours, relationships and practices by the Boundary Partners that International IDEA interacts with and should include:

* Description of the outcome and context: When, who, what, where?
* Contribution: How did International IDEA’s intervention contribute to this outcome?
* Significance of the outcome: Why was the outcome important?
* Substantiation: How can you validate this outcome happened? Please describe how you collected the data to verify your outcome.
* Also include unexpected outcomes.

This will be reported against each of the output areas of the component as listed below.

* **Output 3.1**: Improve the legal framework and policy measures of ACAs to strengthen their work in prevention, law enforcement, asset management and recovery functions, with the cooperation of CSOs.
* **Output 3.2**: Strengthen the processes of public procurement and associated financial and fiscal systems with the cooperation of CSOs specialised in audit and budget control.
* **Output 3.3:** Strengthened coordination and collaboration amongst the ACAs and between the ACAs, MDAs, CSO, media and private sector.
* **Output 3.4:** Improved operations of ACTUs and AC internal oversight mechanisms (where needed) and citizens’ information and participation mechanisms.
* **Use quotes, charts, tables, textboxes, to support narrative.**

**UPDATE THE TABLE ON C3 PROGRESS MARKER BELOW**

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| --- | --- |
| **COMPONENT THREE - PROGRESS MARKERS** | **PROGRESS** |
| **LOVE TO SEE** |
| 1. Increased capacity of ACAs to deal with corruption cases across different states and scale including petty corruption issues.
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| 1. More subnational ACAs become functional and addressing corruption issues in their states.
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| 1. ACAs collaborating with other ACAs on joint preventive and or enforcement action
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| 1. Sub national ACAs committees/ACTUS/other internal oversight mechanisms are set up and functioning in LGAs of targeted states.
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| 1. Newly established transparency and accountability mechanisms/initiatives undertake activities to reduce corruption within target sectors.
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| 1. ACAs collaborating with other ACAs sharing operational intelligence/information.
 |  |
| **LIKE TO SEE** |
| 1. Target ACAs begin to make systems and operational changes that enhance their ability to address corruption.
 |  |
| 1. Sub national ACAs engaging other MDAs and non-state actors on key anti-corruption issues.
 |  |
| 1. ACAs with preventive anti-corruption mandate establish new initiatives to curb corruption and improve accountability and transparency in key sectors.
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| 1. ACAs independently collaborating with other ACAs on joint training and meetings
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| **EXPECT TO SEE** |
| 1. Sub-national ACAs are established.
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| 1. ACAs with preventive anti-corruption mandate partnering with other entities to develop new transparency and accountability initiatives to further prevent corruption
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| 1. ACAs are adopting and collaborating around established anti-corruption frameworks e.g., NACS, IATT/UNCAC and FMoJ strategy, NFIU Intelligence sharing framework etc.
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| 1. ACAs with preventive anti-corruption mandate shop for ideas on new initiatives for the prevention of corruption
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| 1. ROLAC II facilitating joint training and meetings between different ACAs e.g., NACS, IATT/UNCAC and FMoJ strategy, NFIU Intelligence sharing framework
 |  |

1. **GENDER AND SOCIAL INCLUSION**

This section should provide an analysis of how gender and inclusion have been integrated during implementation. This should go beyond providing number of women or PWDs who participated in events to how gender and inclusion were factored in the design of interventions. Maximum one page.

1. **SUSTAINABILITY: This section explains/identify actions relating to the ability of the programme to maintain or support interventions/results** so that they will remain available for the long term. Maximum half a page.
2. **VISIBILITY:** This section should provide a summary of visibility actions carried out and **information on measures taken to identify the EU as source of financing** - including web links. Maximum one page.
3. **CHALLENGES**: This section should include information on the difficulties encountered and measures taken to overcome problems and eventual changes introduced; Maximum one page.
4. **LESSONS LEARNT:** This section should capture the lessons learned to ensure on-going learning, knowledge sharing and communication within the programme and with the partners/donors. The lessons can either be successes or failure but should show how adaptive learning is used in the program to improve implementation. Please include information on **unintended consequences**. Additionally, please include information on considerations of conflict sensitivity, gender, and diversity inequalities. Maximum one page.
5. **CONCLUSION AND RECOMMENDATIONS:** This section should summarize the achievements, challenges and lessons learned as well as explain the way forward, including priority activities and necessary revisions that will be made to the project and plans of the upcoming reporting period. Maximum one page.
6. **LIST OF ANNEXES**
	1. Stories of change (maximum one page per story – SEE ANNEX 1 FOR GUIDANCE)
	2. List of Boundary Partners (Please include all list of boundary partners you have worked with

**ANNEX 1**

**Outcome Stories Guide**

Tell us how you are changing lives through RoLACII intervention.

Kindly remember to make sure your story highlights the scope of the issue, the activity/intervention main purpose or goals, as well as the **result(s) in 400 words or less**. Include a sentence or graph with data and statistics to support your result(s).

In identifying, analyzing and interpreting the outcomes you are trying to collect, a couple of guidelines can help you in gathering the most relevant information needed to build your outcome story.

# Build your Outcome Story

* Description of the outcome: **Who** did **what, when** and **where (region/country)** and **how** does it represent a change of behaviour, practices or relationships leading us closer to our objectives? Remember to include **unexpected positive** **outcomes**!
	+ **Storytelling:** Aim to humanize the stories, if possible? Tell the story of the project from a personal perspective leading to more general one?
* Contribution: **How** did the Boundary Partner or the external partner contribute to this change? **How** did International IDEA’s intervention contribute to this outcome? Does it illustrate or relate to a project progress marker(s)? If yes, please indicate.
	+ **Credible evidence:** Assessment methods or how an achievement or outcome was measured.
* Significance of the outcome: **Why** was the outcome so important? Place the story in context in terms of the challenges of democracy-strengthening.
	+ **Lessons learned:** In your key findings, what can impact/inform/improve future initiatives or outcomes (for the sake of excitement and an indicator of future success).

Furthermore, recall the outcome statement used at the planning stage and the description of the outcome. The outcome statement prepared at the planning stage is a statement of an intended change of behaviour, practices, or relationship we wish to see because of interactions with our Boundary Partners. (BPP Team will assist in reviewing the statement in your story draft)

The description of the outcomes can be what you recognize as connected to International IDEA’s Boundary Partners **OR** it can be a description of the changes of behaviour, practices, or relationships you see in other external actor(s) affected by International IDEA’s Boundary Partners.

# Share your story content.

1. **Story headline** (This should not be just the project name, but a catchy header related to the outcome.)
2. **Visual elements:** Provide a photo/graph/graphic with the photo captions and photo credit. Graphs also need a source credit.
	* Do you have permission to use the photos or is there a signed photo release form, if information was collected outside of an event? If the photo includes children, a form/permission is required.
	* Please add the image file(s)—with a short descriptive file name—to OneDrive or Metis.
3. **Quote**: Share a notable quote with the individual’s full name, title and organization for attribution.
4. **Knowledge resources**: Are there any International IDEA-related resources (publications, videos, tools and databases) to promote as useful tools in the activity or were any knowledge products developed as a result of the project? Provide the knowledge resource title and/or links.
5. **Webinar links**: Provide any links (YouTube) to recorded webinars.
6. **Social media**: Do you have an important tweet, Instagram, FB or LinkedIn post about the knowledge product, event; or project? Is there a favorite retweet from a notable or high-level individual? Provide screen shots or link to these posts.