

OVERALL INSTRUCTIONS

1 All questions/sections must be responded to before submitting to secretariat. Once the document is uploaded in the relevant folder (as per instruction below) please email the secretariat.

To ensure **high quality narrative and results reports please pay attention to the following details:**

- a) A well written, succinct summary that is very clear about what was done during the reporting period and results achieved, with a priority on concrete activities, beneficiaries reached and achievements beyond processes
- b) Factual, evidence-based reporting against the outcome and output indicators presented in the original project document;
- c) In case certain indicators are not longer relevant, an explanation for why they are not.
- d) Factual, evidence-based reporting against the outcome and output indicators presented in the original project document and **how they align with the overall SERP joint workplan**, and connection to reporting on global-level SERP indicators
- e) Indicate the relevant SERP monitoring framework global indicators that were contributed to as part of this project.
- f) An honest analysis of challenges faced, the responses to these challenges and the extent to which these responses were successful or not
- g) Go beyond generic, standard and well documented features of successful project implementation when reflecting on innovation and focus on what is truly new for you and which could enable replication efforts

2 You **must submit this completed workbook by uploading** it in the relevant Project Folder here (<https://undp.sharepoint.com/:f:/r/sites/covid19mptfcall1/Shared%20Documents/2020-REPORT?csf=1&web=1&e=j3cc3J>). Please note if you are unsure of your project number please refer to <http://mptf.undp.org/factsheet/fund/COV00>

A ANNUAL REPORT

DEADLINE: 31 January 2021

4 ALL projects that received funds in 2020 must complete annual report, HOWEVER if you have your project ending on 31st December 2020 - your FINAL report is your annual report.

5 If you received a no-cost extension on your project please do the annual report and in a few months time you can update the annual report to include activities to complete your end of project report.

6 Please make sure you use the RBM framework you report here on is as per your approved Prodoc.

B END OF PROJECT - FINAL REPORT

DEADLINE: 31 January 2021

7 ALL projects that received funds in 2020 must complete annual report, HOWEVER if you have your project ending on 31st December 2020 - your FINAL report is your annual report.

8 Please make sure you use the RBM framework you report here on is as per your approved Prodoc.

Programme Title & Project Number
Programme Title: Programme Number <i>(if applicable)</i> MPTF Office Project Reference Number: Country
Recipient UN Organizations
Organizations that have received direct funding from the MPTF Office under this programme
Report Cleared By
<input type="checkbox"/> Name: <input type="checkbox"/> Title: <input type="checkbox"/> Email address:

Programme Duration
Overall Duration <i>(months)</i> Start Date <i>(dd.mm.yyyy)</i> Original End Date <i>(dd.mm.yyyy)</i> Current End date <i>(dd.mm.yyyy)</i>
Implementing Partners
National counterparts <i>(government, private, NGOs & others)</i> and other International Organizations

The MPTF Office Project Reference Number is the same number as the one on the Notification message. It is also referred to as "Project ID" on the project's factsheet page the MPTF Office GATEWAY

The start date is the date of the first transfer of the funds from the MPTF Office as Administrative Agent. Transfer date is available on the MPTF Office GATEWAY

As per approval of the original project document by the relevant decision-making body/Steering Committee.

If there has been an extension, then the revised, approved end date should be reflected here. If there has been no extension approved, then the current end date is the same as the original end date. The end date is the same as the operational closure date which is when all activities for which a Participating Organization is responsible under an approved MPTF / JP have been completed. As per the MOU, agencies are to notify the MPTF Office when a programme completes its operational activities.

#	Questions	Guidance to respondents
1	Executive Summary	Please succinctly capture the key activities and concrete/tangible results and any important developments that the COVID-19 MPPTF-funded Programme in your country achieved during the reporting period. The Executive Summary should serve as an accessible, simply written, standalone summary of the Programme's results for this reporting period. It should show how implementation was carried out in the context of COVID-19. (up to 500 words maximum)
2	Purpose (and Beneficiaries)	Please include the number of both direct and indirect beneficiaries reached. Please disaggregate the data by gender, age and any other groups
3.1	Results: Outcome Level	Please include outcome level results achieved
3.2	Results: Output Level	Please include output level results achieved
3.3	Results: Challenges/Difficulties Encountered and Measures Taken	Please identify, describe, if applicable, any difficulties encountered during the reporting period, concrete measures taken to overcome them and changes introduced (any course corrections that were undertaken or need to be undertaken to achieve the expected results). Further, please draw on the Risk Management Matrix that was included as part of the approved ProDoc (regardless of whether challenges encountered were originally envisioned as risks or not), and highlight which risks materialized and how they were addressed, in very concrete terms. Please reflect on use of the "Do no harm" approach to avoid exacerbating inequalities and vulnerability as a result of the intervention (up to 500 words)
3.4	Results: Qualitative Assessment and Learning	Please include any specific policy, programmatic and/or operational lessons or findings from the programme that could inform similar responses at country or global levels. Please focus on knowledge generated by the project that is truly new and likely to inform other interventions (in country or beyond) Please include reflections on the implementation of gender markers and any impacts they have had on programming quality and results. (up to 500 words)
3.5	Results: Partnerships	Please explain how the programme has worked with partners and developed new partnerships and if any catalytic financial or programmatic outcomes have been achieved in this regard. Please focus on new, innovative and/or very practical ways in which these partnerships delivered impact/results and how the financial support from the fund helped, if applicable, to foster these partnerships. And explain if and how the intervention complemented activities funded by other global instruments such as the GHRP, WHO SPRP, and any national level response plans (up to 500 words)
3.6	Other Assessments or Evaluations (if applicable)	Report on any assessments, evaluations or studies undertaken.
4	Programmatic Revisions (if applicable)	Indicate any major adjustments in strategies, targets or key outcomes and outputs that took place <ul style="list-style-type: none"> • Provide any information on financial management, procurement and human resources.
5	Resources (Optional)	<ul style="list-style-type: none"> • Indicate if the Programme mobilized any additional resources or interventions from other partners.

Responses

	<u>Achieved</u> Indicator Targets	Reasons for Variance with Planned Target (if any)	Source of Verification
Outcome 1[1] Indicator: Baseline: Planned Target:			
Output 1.1 Indicator 1.1.1: Baseline: Planned Target: Indicator 1.1.2: Baseline: Planned Target:			
Output 1.2 Indicator 1.2.1: Baseline: Planned Target: Indicator 1.2.2: Baseline: Planned Target:			

Please include all three: Baseline, Planned Target and Achieved Targets

[1] Note: Outcomes, outputs, indicators and targets should be as outlined in the Project Document so that you report on your actual achievements against planned targets. Add rows as required for Outcome 2, 3 etc.

1. Impact Stories from the Field

Please submit one impactful story showing how your work has met critical needs in the context of the pandemic and supporting progress towards the SDGs, especially for vulnerable people. Ideally, this story will feature testimonials from the targeted groups. Please also take a moment to highlight any specific results on gender equality and LNOB, as relevant. To share the video as well picture material please make sure you include all credits and upload them in high resolution for Call1 Countries:

<https://undp.sharepoint.com/sites/covid19mptfcall1/Shared Documents/Forms/AllItems.aspx>

2. Upload here: Communications and Visibility (OPTIONAL)

Please include highlights of communications and visibility efforts supported by the Programme during the project implementation, if relevant. (up to 500 words)

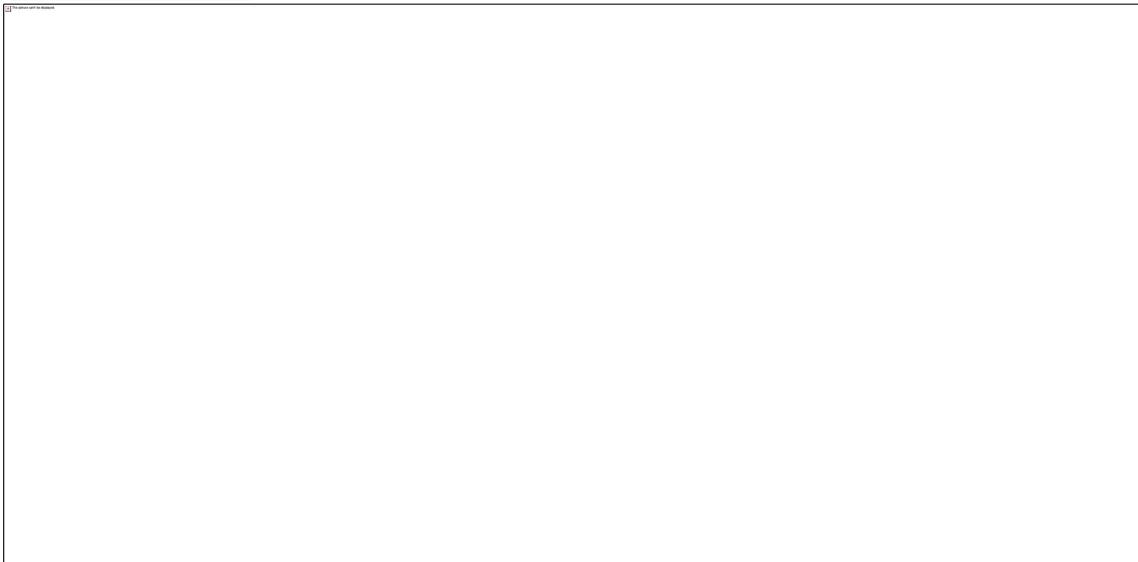
[To share the video as well picture material please make sure you include all credits and upload them in high resolution Call1 countries.](#)

Submit photographs. Please provide with captions and in high resolution, photographs that capture the programme in action. Strong photographs will be considered for inclusion in the COVID-19 MPTF publications and social media.

Please provide links to any videos that have been produced during implementation.

Please produce and share a social media card(s). See an example below and visit our [Trello Board](#).

[See - Fund's Trello Board](#)



Programme Title & Project Number	
Programme Title:	Provision of support to the Ministry of Health to strengthen local capacity for better response to epidemics strengthening community engagement and improvement of vulnerable people's access to basic social services in the 3 regions most exposed to COVID19 in the Republic of Guinea
Programme Number (if applicable)	
MPTF Office Project Reference Number:	SM200325 UNDP
Country	Guinea

Programme Duration	
Overall Duration (months)	6
Start Date (dd.mm.yyyy)	01.06.2020
Original End Date (dd.mm.yyyy)	31.12.2020
Current End date(dd.mm.yyyy)	31.12.2020

Recipient UN Organizations	
Organizations that have received direct funding from the MPTF Office under this programme	UNICEF, WFP, WHO

Implementing Partners	
National counterparts (government, private, NGOs & others) and other International Organizations	Ministry of Social Affairs, Ministry of Health, Ministry of Youth and Employment, Ministry of Territorial Administration and Decentralization, NGO Vision Without Borders,

Report Cleared By	
o Name:	
o Title:	
o Email address:	

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The start date is the date of the first transfer of the funds from the MPTF Office as Administrative Agent. Transfer date is available on the MPTF Office GATEWAY

As per approval of the original project document by the Secretary-General's Designate

If there has been an extension, then the revised, approved end date should be reflected here. If there has been no extension approved, then the current end date is the same as the original end date. The end date is the same as the operational closure date which is when all activities for which a Participating Organization is responsible under an approved MPTF / JP have been completed. As per the MOU, agencies are to notify the MPTF Office when a programme completes its operational activities.

#	Questions	Guidance to respondents	Responses
1	Executive Summary	Please succinctly capture the key activities and concrete/tangible results and any important developments that the COVID-19 MPTF-funded Programme in your country achieved during the reporting period. The Executive Summary should serve as an accessible, simply written, standalone summary of the Programme's results for this reporting period. It should show how implementation was carried out in the context of COVID-19. (up to 500 words maximum)	<p>Output 1: COVID-19 coordination teams and health services are strengthened in Conakry and the regions of Boke and Kankan:</p> <ul style="list-style-type: none"> • Over 900 staff in the target region were trained on epidemiological surveillance and case management at treatment unit center. Kankan and Boke treatment centers received reanimation equipment, bed sheets and medical supplies. All patient managed in these regions were helped with services provided; • 32 coordination meetings were held and helped strengthening the synergy of actions on the ground and coordination of interventions; • Over 80 coordination actors were trained and deployed to carry out investigation and follow-up activities of positive contact cases • 2 intensive care units were reinforced with intensive care equipment for patients suffering from the severe form of COVID <p>Output 2: The most vulnerable populations in Conakry, Boke and Kankan have improved their protective measures against COVID-19 by increased knowledge of the pandemic and use of masks:</p> <ul style="list-style-type: none"> • A National Committee comprised of the Ministry of Social Action and Vulnerable People, the National Health Security Agency and the National Institute of Statistics, and the three participating UN agencies was set up to coordinate the identification of programme beneficiaries; • Data on 50 000 vulnerable households, including the 1186 beneficiaries' households have been identified by the national statistics office and data has been transferred into the national single registry database for future use. • Under the leadership of the Ministry of Youth and Youth Employment (MJEJ), 30 young volunteers (including 15 females) were trained on Risk Communication and Community Engagement to instill COVID19 related prevention behaviors in the project areas of Boké, Kankan and Conakry. • 360 radios post were mobilized for the poorest households in two regions of project (Boke and Kankan) to raise awareness about protection from COVID19 among the beneficiary households <p>Output 3: The most food and nutrition insecure populations in Conakry, Boke and Kankan have received food and nutrition assistance to mitigate the immediate shocks of COVID-19:</p> <ul style="list-style-type: none"> • The project was launched by the Ministry of Social Action and Vulnerable Persons and the heads of agencies of UNICEF, WOH, PAM, followed by the immediate start of the distribution food, masks and soap in the Conakry, the epicenter of the COVID19 pandemic. • 62,815 masks were produced by 500 selected local artisans in the project regions. These masks were distributed to the 12,563 beneficiaries from 1186 households targeted by the National Institute of Statistics as the most vulnerable in the project areas, with each beneficiary household receiving 5 protective masks for each household member and 10 hand washing soap mobilized from Colgate International. • In collaboration with the health administration of the 3 target regions, 300 severely malnourished children under the age of 5 years old (180 girls and 120 boys) received supplementary nutrients.
2	Purpose (and Beneficiaries)	Please include the number of direct and indirect beneficiaries reached. Please disaggregate the data by gender, age and any other groups	12,563 vulnerable people, 500 artisans, 300 malnourished children (180 girls and 120 boys), 30 community volunteers (15 men, 15 women) were reached by the programme
3.1	Results: Outcome Level	Please include outcome level results achieved	Communities in the target locations have increased capacities to protect themselves from COVID19 transmission, better understanding of cases tracing and management, strengthened protective measures and access to essential basic needs.
3.2	Results: Output Level	Please include output level results achieved	COVID-19 coordination teams and health services providers have been strengthened in Conakry and the regions of Boke and Kankan to improve efficiency and effectiveness of contact cases tracing; The most vulnerable populations in Conakry, Boke and Kankan have improved their protective measures against COVID-19 through their increased knowledge of the pandemic and use of masks; 12 563 people among the most food and nutrition insecure populations in Conakry, Boke and Kankan have received food and nutrition assistance to mitigate the immediate shocks of COVID-19
3.3	Results: Challenges/Difficulties Encountered and Measures Taken	Please include any specific policy, programmatic and/or operational lessons or findings from the programme that could inform similar responses at country or global levels. Please focus on knowledge generated by the project that is truly new and likely to inform other interventions (in country or beyond) Please include reflections on the implementation of gender markers and any impacts they have had on programming quality and results. (up to 500 words)	<p>The main difficulty encountered in the field of nutrition is the delaying of the procurement of the plumpynuts and their delivery to the health structures in the three project areas. Consequently the project benefited from a partnership with the World Bank which made it possible to supply the health structures in the MPTF project regions with the required RUTF quantities to be reimbursed to the World Bank as soon as the MPTF project plumpynuts are received. In addition, some difficulties were encountered regarding the procurement of medical equipment because of the transport and logistic crisis imposed by COVID pandemic. To solve these issues, some equipments were purchased locally. Finally, another challenge was related to the distribution of goods in remote rural areas where households are scattered far from each other and located in hard to reach areas. To address the issue, it became necessary to hire local youth volunteers to assist during the distributions of goods in these target areas.</p>
3.4	Results: Qualitative Assessment and Learning	Please include any specific policy, programmatic and/or operational lessons or findings from the programme that could inform similar responses at country or global levels. Please focus on knowledge generated by the project that is truly new and likely to inform other interventions (in country or beyond) Please include reflections on the implementation of gender markers and any impacts they have had on programming quality and results. (up to 500 words)	The active involvement of local authorities in the field was key in the success of the intervention. Provincial and Regional officials showed their commitment throughout the implementation of activities in the field, especially during the distribution of goods and services to the beneficiary in remote rural areas. Finally, empowered women and youth (boys and girls) can be great agent of change who fully participate in community engagement and social mobilization in the fight against the spread of the Coronavirus among the most vulnerable.
3.5	Results: Partnerships	Please explain how the programme has worked with partners and developed new partnerships and if any catalytic financial or programmatic outcomes have been achieved in this regard. Please focus on new, innovative and/or very practical ways in which these partnerships delivered impact/results and how the financial support from the fund helped, if applicable, to foster these partnerships. And explain if and how the intervention complemented activities funded by other global instruments such as the GHRP, WHO SPRP, and any national level response plans (up to 500 words)	As part of the implementation of this project, there was good synergy between and the mobilization of partners. Collaboration established with the Ministry of Health, the World Bank, the NGO St Gabriel of Conakry, NGO Vision without Borders (Vision Sans Frontières (VSF)), NGO Support to Local Network (Réseau d'Appui au Développement Local (RESADEL), Community workers from the regions of Boké and Kankan, the National Health Security Agency (ANSS), the Ministry of Youth, National Institute of Statistics (INS) and the Ministry of Social Affairs and Vulnerables People who is the project lead. These partners played each an important role in the targeting of beneficiaries, the screening and care of children suffering from severe acute malnutrition, coordination, as well of the distribution of foods, masks, soap and plumpynuts to respective beneficiaries. In addition, 850 000 soap were mobilized by UNICEF to complement the package provided by the project to the beneficiary household in Conakry.
3.6	Other Assessments or Evaluations (if applicable)	Report on any assessments, evaluations or studies undertaken.	UNICEF and UNDP have supported the Government undertake a socio-economic impact assessment of COVID 19 on household wellbeing, economic activities (both in formal and informal sector) and access to basic social services. The finding showed a bigger impact of COVID 19 on household wellbeing and access to basic social services. Findings highlighted the importance of community engagement on stopping community transmission of COVID 19 in the context of an initial lack of understanding of COVID contamination channels by a larger percentage of the population as well a larger proportion of people living on poor households with weak social protection and/or resilience systems.
4	Programmatic Revisions (if applicable)	Indicate any major adjustments in strategies, targets or key outcomes and outputs that took place	The main adjustment was an adjustment was WFP's provision of in-kind food assistance through local purchase instead of cash-based transfers (CBT), as originally planned. The MPTF team in NY was notified of this adjustment before implementation.
5	Resources (Optional)	Provide any information on financial management, procurement and human resources. Indicate if the Programme mobilized any additional resources or interventions from other partners.	UNICEF has mobilized 850 000 soap donation from Colgate International for hand washing, thus making it possible to add 10 handwashing soap to the package received by each beneficiary household. Also, additional funding resources from implementing UN agencies and partnerships with other stakeholders were leveraged to support the implementation of the programme activities in the fields.

	Achieved Indicator Targets	Reasons for Variance with Planned Target (if any)	Source of Verification
Outcome 1[1] Indicator:1.1a Number of new COVID-19 infections per 1,000 uninfected population in the target locations Baseline: Data not available at this stage and will be defined as the project starts Planned Target: 0	0.95 in Guinea, 5.8 in Conakry, 0.5 in Boke and 0.15 in Kankan		National Sitrep for COVID-19
Output 1.1 Indicator 1.1.1 a: Number of health workers and staff of the coordination team of COVID-19 trained and deployed for the investigation and monitoring of close contact of COVID-19 cases Baseline: 50 Planned Target: 80	120 health workers and staff coordination team were trained for investigation and monitoring of close of Covid-19 contacts		activity report (training report)
Indicator 1.1.1 b: Number of Epidemic Treatment Centres provided with bed sheets and medical supplements for COVID-19 treatment Baseline: 1 Planned Target: 3	2 of treatment centres provided with beds sheets and medical equipment for Covid-19 (Region of Kankan and Boke)	Conakry has received only reanimation equipment but no bed sheets. Other donor have provided bed sheets	activity report
Indicator 1.1.1 c: Number of intensive care unit established and reinforced in the target sanitary districts Baseline: 1 Planned target: 2	2 intensive care unit reinforced in Kankan and Boke		activity report
Indicator 1.1.1 d: Number of coordination meeting organised Baseline: 0 Planed target: 10	in each targeted district at least 28 coordination meeting were organised in Kankan, Boke and Conakry at regional health direction level		activity report
Output 1.2 Indicator 1.1.2 a: Number of the most vulnerable people provided with five masks per person procured from local artisans Baseline: 0 Planned Target: 12 563	12,115		activity report
Indicator 1.1.2 b: Number of local artisans mobilized to produce masks for the poor households Baseline: 0 Planned Target: 500	500		activity report
Indicator 1.1.2 c: Number of isolated households from the most vulnerable populations provided with radios procured locally Baseline: 0 Planned Target: 360	360		activity report
Indicator 1.1.2 d: Number of community communication volunteers mobilised to sensitize their communities on the protection measures against COVID-19 Baseline: 0 Planned Target: 30	30 volunteers		activity report
Output 1.3 Indicator 1.1.3 a: Number of the most vulnerable people identified and registered by the social register system Baseline: 0 Planned Target: 12 563	50 000 vulnerable households, including 1 188 beneficiary households (12 115 individuals) from the project.	50 000 vulnerable households were identified by the national statics office including 1 188 beneficiary household (12 115 individuals) from the project. These data were used for the distribution of the 850 000 soap donation and were transferred to the single register.	activity report
Indicator 1.1.3 b: Number of the most food- and nutrition-insecure people provided with cash-based transfer to meet their basic food needs Baseline: 0 Planned Target: 12 563	12 115		activity report
Indicator 1.1.3 c: Number of children suffering from severe acute malnutrition from the most vulnerable populations provided with nutrition supplements Baseline: 0 Planned Target: 300	231	Out of 300 children under 5 years of age suffering from severe acute malnutrition without complications, 231 children (111 girls and 120 boys) were treated following the national protocol for the treatment of severely malnourished children. The resources allocated by the project made it possible to purchase 2,100 boxes of plumpynut, contributing to the extension of care for SAM children to all care structures in the regions of Boké and Kankan. This quantity of RUTF makes it possible to take care of 1,890 children (1,134 girls and 756 boys) suffering from severe acute malnutrition without complications.	activity report

Please include all three: Baseline, Planned Target and Achieved Targets

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1. Impact Stories from the Field

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2. Upload here: Communications and Visibility (OPTIONAL)

Fund's Communication Guidelines is posted here: <http://mptf.undp.org/document/download/25941>

Please include highlights of communications and visibility efforts supported by the Programme during the project implementation, if relevant. (up to 500 words)

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COVID-19: 3 agences du Système des Nations Unies en Guinée assistent les personnes vulnérables : <https://www.unicef.org/guinea/recits/covid-19-3-agences-du-syst%C3%A8me-des-nations-unies-en-guin%C3%A9e-assistent-les-personnes>

