



DFID Programme Partnership Agreement 2008/09 Self-Assessment Review

July 2009



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Please note that most of these projects have been funded directly by donors other than DFID. In those cases where DFID has funded a project directly, we have clearly mentioned it.

¹ These case studies can be found in separate electronic documents. There are hyperlinks throughout the main text of the report to more case studies.

PPA Self-Assessment Review²

Complete areas within white boxes only

Reporting Year	2008/2009
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Part A – Basic Information³

PPA partner	Practical Action Ltd
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Niche statement	In working for a sustainable world, free of poverty and injustice, Practical Action focuses on the critical role of technology in bringing about social and economic change. Through practical demonstration of the development and adoption of appropriate technologies in the field we build the capabilities of poor women and men. We learn from this experience, and that of others, and communicate this to poor communities, practitioners and policy makers. And we work with poor people seeking to influence local, national and international institutional and policy frameworks which govern the development and use of technologies.
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	2004/5	2005/6	2006/7	2007/8	2008/9	2009/10	2010/11
PPA funding (£)	750,000	750,000	1,000,000	1,000,000	1,030,000		
As % of total organisational income	5.00%	4.30%	4.50%	4.50%	4.60%		

	2004/5	2005/6	2006/7	2007/8	2008/9	2009/10	2010/11
Other DFID funding (£)	£447,508	£558,674	£268,787	£622,601	£594,615		

² This self assessment review is only part of the reporting story. Organisations will be able to supply evidence, case studies and other material they feel will show impact on the ground

³ Part A is a useful snapshot of the full relationship between DFID and each PPA holder.

There is an opportunity to expand on some of the non-financial aspects in Part D 'Partnership with DFID' but we wanted to expand Part A to reflect the fact that our partnership with DFID is not purely financial.

Summary of partnership with DFID and other DFID funding⁴


Relationships

- **Ministerial contact through NGO networks** - UK Food Group, BOND Development and Environment Group and Climate Change sub-group. Quarterly ministerial contact through NGO CEOs Supper Club and PPA partner meetings.
- Strong links with DFID and DEFRA on **climate change**:
 - DFID Climate Change team on UNFCCC process (Emma Williams, Jos Wheatley and DECC colleagues).
 - DFID Low Carbon Development team (Oliver Knight, Peter Davies, Gregory Briffa).
 - DFID Adaptation team (Melanie Speight and team) on adaptation and climate resilience programmes.
 - Yvan Biot on modalities of the Adaptation Fund Board.
 - DFID South Asia Division on the £75 million fund for climate change adaptation in Bangladesh.
 - Ian Curtis, Head of Profession for Environment.
- Practical Action Consulting spoke on energy access at the **2008 Advisers retreat**.
- With DFID's **Food and Agriculture team** in association with BOND DEG, the UK Food Group and the Africa Smallholder Farmers Group.
- With DFID's **Private Sector Development team** through Springfield on Making Markets Work for the Poor (M4P).
- With DFID CHASE (Olivia Coghlan, Camilla Bowen, Jack Campbell) and the BOND Disaster Risk Reduction group.

DFID Funding of Programmes

- Practical Action had a contract with DFID for the delivery of **Practical Answers** (including the Technical Enquiries service) for 25 years. Most recently funded by Central Research Department (CRD) to March 2009.
- **Mainstreaming Livelihood Centred Approaches to Disaster Management** will be funded by DFID's Conflict, Humanitarian and Security Fund (FY2009/10, GBP406,405).
- DFID have recently began funding Practical Action Bangladesh **Pathways from poverty: Building economic empowerment and Resilience for Extreme Poor Households in Riverine Areas of Bangladesh (PPF)** under the Shiree Programme (FY2009/10, GBP1,864,926)
- **De-centralised Fish Seed Approach** (Consortium of 11 partners - RDRS Bangladesh is lead partner) - DFID Innovation Challenge Fund (Bangladesh). (FY08/09 income: £3,696)

Issues

- Current funding rules impact against **Support for Development awareness**. Favourable  evaluations by DFID of our Practical Answers (see Outcome 2) and Development Education work suggest that by appending wider Departmental DFID funding to the PPA Agreement for

⁴ This is intended to be a cumulative list of DFID contracts etc. from when your PPA began. If there is a large amount of information, please summarise by e.g. department and add any additional information to an appendix. We wanted to leave this section quite open to interpretation by each organisation. Note the wording has changed from 'relationship' to 'partnership'.

both areas of work, there would be increased awareness in the UK and internationally on Support for Development for DFID.

- Similar **accounting efficiencies** should be possible (i.e. giving additional funding through the PPA for this work) where DFID country offices seek technical expertise from us but the work does not warrant large contracts (examples include Sudan – Darfur reconciliation; Bangladesh – Char livelihoods; Nepal – quick impact rural infrastructure; Zimbabwe and Mozambique – community led approaches; Zambia – PLWHA; Kenya – basic services to informal settlements; Latin America – energy access, and; India – disaster preparedness & adaptation to climate change).

Approximate % of total organisational expenditure allocated by sector or theme⁵

Sector	2008/2009	
	%	Expenditure
Agroprocessing	1.6%	202,835.81
Democratisation and HR	3.7%	477,242.90
DevEd	0.5%	67,334.83
Disaster Risk Reduction	13.0%	1,690,687.51
Energy	13.3%	1,728,715.76
Food security	29.4%	3,825,989.12
Gender	0.1%	7,778.60
Health	3.2%	422,113.83
ICTs	0.4%	50,519.32
Knowledge, communications and information	7.5%	977,536.34
Manufacturing	0.0%	-
Nanotechnology	0.1%	18,577.34
Rehabilitation	1.9%	247,122.41
Shelter	4.8%	620,262.55
Small enterprise	5.6%	726,695.65
Transport	1.7%	220,321.80
Urban Livelihoods	7.1%	920,464.14
Waste management	1.7%	223,087.56
Water sanitation	4.4%	567,157.98
	100.0%	12,994,443.45

⁵ This should provide an indication of your overall organisational allocations by sector or theme (i.e. not limited to your PPA).

The % breakdown may change from year to year and is intended to reflect key organisational priorities for the Reporting Year under assessment.

Part B – Progress against PPA Strategic Objectives

Progress to date against PPA purpose statement

By 2010 poor people in Africa, Asia and Latin America will have been enabled to use technology to improve livelihoods, create employment opportunities, and increase access to basic services.

Steady progress against the PPA Purpose and Objectives was maintained as reflected in the overall score. We are **on or ahead of target** in most Objective areas, **with 478,000 poor people** using technologies and processes to **derive direct material benefits** from our projects in 2008/09, and a considerably larger number of indirect beneficiaries.

Though the **number of projects** we worked on during 2008/9 dropped to 111 from 146 last year, the average size of projects increased and our **restricted spend** rose from £10.9m to £11.6m. This excludes our largest ever contract for the 2009-12 DFID funded £3.7m Shiree project in Bangladesh.

Our **subsidiaries** are making a significant contribution to the **Purpose**. Our consulting arm managed 104 contracts in 46 different countries, exceeding all main targets. Practical Action Publishing acquired Oxfam Publishing adding a further 250 titles to the catalogue. In addition, **Practical Answers** almost doubled the number of technical enquiries it answered compared to 2007/8, helping 545,553 people.

Our **international policy advocacy work** extended our influence during the year, in part through our chairing of BOND's Development and Environment Group, the UK Food Group and the Adaptation Group of Climate Action Network (CAN). We joined the HMG delegation to the UN Economic and Social Council Ministerial Review in New York. And we were key advisers on Energy Access to the Czech Government during their presidency of the EU. On food, as one of five NGOs on the steering group of the influential International Assessment of Agricultural Science and Technology for Development (IAASTD) we played a leading role in communicating the findings internationally.

Because of the **global economic crisis** unrestricted income was below planned and sterling costs rose nearly 30% due to falling exchange rates. Some programme investment and savings in a variety of areas were made which leave us in a good financial position at the start of 2009/10 expecting to deliver against the PPA Purpose and all but one of the Outcomes.

Progress against PPA Performance Framework by each Strategic Objective

Strategic Objective 1:

Poor people will have built their capabilities and achieved greater livelihood security and sustainability from the use of appropriate technologies.

Each of the indicators represents an international programme reviewed annually and reported against here.

Indicator 1:

Increased adaptive capacity, preparedness, and resilience of livelihoods among 1,000,000 poor people living in fragile rural environments vulnerable to the impacts of Climate Change in Bangladesh, Nepal, Sri Lanka, Peru, Mozambique, Zimbabwe, Zambia, Kenya and Sudan.

Progress achieved and challenges faced

During 2008-9 Practical Action helped 68,912 rural poor obtain more secure access to food and alternative livelihoods. In the same period, 108,145 people benefited from the work of other organisations replicating the approaches we introduced to them.

Programmes are now well-established. Internally funded food security and extension reviews helped bring together learning from different programmes and confirmed sustainability of the approach (see case study 2 below, Appendix 1).

A large number of local language briefings and training materials on technical and social issues were released which were used to build the capacity of local partners. However, these materials need to be shared more effectively between Practical Action's offices.

There is clear evidence of influencing district and state level practices, but less impact at national and international levels. National policy stakeholder linkages are now a priority and we are developing national advocacy plans.

Disaster preparedness planning meant 129,659 at risk people suffered lower material losses from natural and complex hazards. 37,536 benefited from other agencies replicating this work. In Nepal, 1.4 million are now covered under district led disaster management plans as introduced to local government by Practical Action.

Progress on disaster preparedness has been strengthened by our engagement with Hyogo Framework for Action policy-makers. Case studies have helped them better understand how to integrate village level models into international policy.

Embedding disaster risk reduction in local government plans has been a major achievement and a focus of our approach to scaling-up. However less progress was made in persuading government staff to implement agreed plans. Policy mediation may require greater attention to realigning departmental performance targets and fund allocations.

List any documentary evidence of achievements

Case Study 1	Securing the role of Community Based Animal Health Workers, Kenya
Case Study 2	International review of local agricultural extension work in Peru, Bangladesh, Kenya and Sudan

Case Study 3 Forgetting past pains and welcoming the future: disabled access and flood protection, Nepal

In **Good Practices for Community Resilience** we report on work carried out in Bangladesh over a five year DFID-funded project “Mainstreaming Livelihood-centred Approaches to Disaster Management”, also underway in Nepal, Sri Lanka, Zimbabwe and Peru. The narrative gives an account of good practices since January 2006, identifies achievements, successes and lessons learned, and includes nine case studies that explore how the resilience of local communities can be increased and vulnerabilities reduced.



Char family evacuating floods

Indicator 2:

Increased access to, and sustainability of, Infrastructure Services for over 300,000 poor people living in remote rural and poor urban settlements in Sri Lanka, Nepal, Peru, Zimbabwe, Kenya and Mozambique including productive and potable water; sanitation; modern energy services for cooking, heating, lighting and small enterprise; shelter, and transport.

Progress achieved and challenges faced

As a direct result of our programme activities 66,956 people in remote rural areas acquired access to new infrastructure services – water, energy, transport, shelter. In addition, 63,831 received these services through the replication of our work by target organisations.

Areas of innovation included [biofuels work in Peru](#) and Sri Lanka and the Kenya programme is testing a commercial approach to energy delivery. Our experiences in micro-hydro generation are being tested by partners in 5 Latin American countries and India. To improve and maintain access, changes to relevant energy regulations and their implementation for the poor were secured in Kenya, Peru and four Southern African countries. In Nepal links are being made between quick impact transport interventions and market development activities.

99,779 people living in informal urban settlements acquired direct access to better infrastructure



Sanitation block in Kibera, Nairobi, for toilets, showers and washing with hot water from biogas

the activities of target organisations. As a result, we have surpassed the international target for the Goal. In Kenya there is increasing impact of participatory planning on budgeting and we are beginning to influence waste related policies and practices.

4,777 poor people are now less at risk to household smoke, water and related health problems through the work of Practical Action. The training of public health peer educators in Zimbabwe reached 200,000 people but it is not yet possible to measure whether that has impacted materially on health and the incidence of cholera. Indoor air pollution is now a globally recognised problem leading to attempts to assess new policy instruments in countries like Nepal.

List any documentary evidence of achievements⁶

Main overview of the programme at http://practicalaction.org/?id=programme_aim3

Attached **case studies** include the following:

Rural Infrastructure Services

- | | |
|--------------|---|
| Case Study 1 | Tuin bridges and gravity ropeways: Rabin Gurung finds opportunities in his own village |
| Case Study 2 | Energy training: a contribution to the growth of renewable energy access in Latin America |
| Case Study 3 | Transferring the Community Based Micro Hydro Village Electrification technology & approach from Sri Lanka to India. |

For Urban Infrastructure Services

- | | |
|--------------|---|
| Case Study 4 | Bishorjan Ghat slum, Faridpur, Bangladesh: how people's power made a healthy settlement |
| Case Study 5 | Partnerships to reach poor urban communities: the case of the Mukuru Project in Nairobi |
| Case Study 6 | Solid Waste Service Delivery in Peri-urban Areas of Nakuru |
| Case Study 7 | Ecological sanitation toilets promoting health among people living with HIV and AIDS |

And for Healthy Homes

- | | |
|--------------|---|
| Case Study 8 | Influencing partners: the case of the <i>Upesi</i> Partnership |
| Case Study 9 | The impact of the Low Smoke Stoves North Darfur – The story of Hawa Abdella Nasur |

Indicator 3:

Secure and effective access to markets and increased incomes achieved by up to 500,000 poor small-scale producers in at least 10 sub-sectors across Zimbabwe, Mozambique, Sudan, Bangladesh, Sri Lanka, Bolivia and Peru.

Progress achieved and challenges faced

During 2008/9 64,350 poor producers living in marginal rural areas increased their incomes by using new technologies, skills and knowledge to participate in market systems. 50,974 more through the agency of other institutions influenced by our projects.

An example of the systemic approach used by the programme is in Nepal where Practical Action have worked with Sujal foods to convince the Laxmi Bank to launch a collateral free loan to more than 30,000 dairy farmers to boost milk production and better sustain supply levels. Quarterly instalments are paid directly to the bank by Sujal foods and deducted from the amount payable to the farmer-milk supplier.

⁶ This can also be used as an opportunity to provide DFID with case studies, YouTube clips etc for 'building support for development'.

28,894 rural producers affected by conflict, disaster and economic crises were able to rebuild their incomes by applying new skills to engage in market systems. While we have yet to develop a strong operational base to this work internationally, examples of progress last year included the testing of the Emergency Market Mapping and Analysis (EMMA) tool by humanitarian agencies in 4 emergency contexts, and contributions to the Crisis Affected Economic Recovery guidelines which have been published and disseminated by USAID.

In Sudan, the National Farmers' Union and Eid El Neil a local CBO have secured a credit line of US\$62,000 from the Cooperative Development Bank to fund the purchasing of complete, high value hibiscus flowers from small farmers living in crisis affected communities. This joint venture uses the *musharka* ('partnership') mode of Islamic finance under a new policy framework targeting the micro-financing of small marginal producers for which Practical Action successfully lobbied during 2007-8.



Hibiscus processing for export

List any documentary evidence of achievements

The main site providing up to date overview of the **Markets and Livelihoods Programme** can be found at http://practicalaction.org/?id=programme_aim2

EMMA background is at http://www.microlinks.org/ev02.php?ID=38407_201&ID2=DO_TOPIC

Case studies attached to the report include the following:

- Case Study 1 [Fields of Green: Dilli Raj and his Cabbages](#)
- Case Study 2 Organic Rice Production in Sri Lanka: pilot testing of the Participatory Market Systems Development (PMSD) Intervention Analysis Template
- Case Study 3 Cold Milk for Hot Profits, Bangladesh:
Video - <http://ca.video.yahoo.com/watch/2230294/7039397>
Case Study - http://practicalaction.org/?id=pmca_milk

In addition, other case studies from the Markets and Livelihoods series on "Promising Practices in Participatory Market System Development" include,

- Case Study 4 [Transforming the groundnut market system in Chauhali, Bangladesh](#)
- Case Study 5 [Transforming Livestock markets in Northern Zimbabwe](#)

What is the likelihood that Strategic Objective 1 will be achieved? Rate 1 to 5

2

Strategic Objective 2:

Poor people and support institutions will have a greater range of technical options and knowledge to support informed choices about the identification, prioritisation and use of technologies.

Indicator 1:

Increased access to science and technology knowledge services for national and international development practitioners, policy makers, small scale enterprises and poor people living and working in Latin America, South Asia, and East and Southern Africa as evidenced by over 3,000 technical enquiry responses and 150,000 technical downloads in the South each year (Practical Answers).

Progress achieved and challenges faced

Practical Action has been running an enquiry service since its establishment in the sixties to gather and pass on technical expertise and approaches to others. The service has developed into the **Practical Answers** programme where all Practical Action's offices now provide contextualised knowledge services to local users – as technical briefs, multimedia presentations, stories, traditional and new media. Practical Answer's role is to bring the "knowledge factor" into development processes by facilitating production of appropriate knowledge materials and supporting knowledge networking, with the emphasis on bridging the 'first mile' to secure the inclusion of disadvantaged social groups.

40,000 development practitioners are now registered with the service. Over the 12 months to April 2009, Practical Answers responded to 6,292 technical enquiries from 92 countries, and there were 560,409 downloads of technical materials from 172 countries. On top of this, 70,000 were downloaded in Spanish from Soluciones Prácticas in Peru and 1,278 in Tamil and Sinhala from the Janathakshan site managed by the Sri Lanka office. Enquiries and downloads were used by disadvantaged social groups and communities, development workers and intermediaries with additional knowledge services provided through media that included print, radio, TV, demonstrations, exhibitions and telecentres. Examples of approaches to achieving knowledge access for the poor are provided in the case studies.



Market day beside Chanta Alta Infocentre

As a result of this outreach, preliminary evidence suggests these knowledge services helped 545,553 people derive attributable material benefit by following the advice to undertake new income activities, or acquiring better facilities and services for such things as water, sanitation and energy use, improved shelter and early warning systems. A range of case study examples are provided to illustrate how these benefits were derived.

List any documentary evidence of achievements

For the **main website overview** see <http://practicalaction.org/practicalanswers/>. The **Spanish service** is at <http://www.solucionespracticas.org.pe/centroinfo.php?idcate=13>, and **Janathakhshan**

at <http://janathakshan.net/?q=node/79>

Attached are some of the many **examples of the work being carried out**. They include,

Case Study 1	Bicycle Ambulance, Uganda
Case Study 2	Mwamba wa Nyundo Womens Group, Kaloleni Mombasa, Kenya
Case Study 3	Stoves for additional income, Nepal
Case Study 4	Villages keen to build toilets, Nepal
Case Study 5	Smoke hood rescues Nima and her family, Nepal
Case Study 6	Chepangs use of technical enquiries services, Nepal
Case Study 7	Khodeza Begum on making vermi-compost, Bangladesh
Case Study 8	Artisan apprentices, Peru
Case Study 9	Improving the environment and making money: the case of Mazingira Fortified Fertilizer, Kenya
Case Study 10	How a propeller turbine design from Peru ended up in Pakistan
Case Study 11	Uptake of Micro-Hydro in Papua New Guinea

Indicator 2:

Increased access to published technical content by development practitioners, academics and policy institutions in the south as evidenced by a 10% increase in annual publications sales to over 35,000, a 15% increase in the list of titles to 750, and 3-fold increase in globally accessible digitised content to over 1,500 titles (Practical Action Publishing).

Progress achieved and challenges faced

As a business, Practical Action Publishing navigated poor trading conditions due to the global economic downturn and managed to secure a small surplus over the Practical Action grant. Book publishing sales performed strongly, particularly in the last quarter helped by large institutional purchases. The onset of financial recession has not hit sales too badly so far but that may be only a matter of time as budgets for the new financial year 2009-10 will be the first to reflect the changed situation. On the 1st December 2008 we acquired Oxfam publishing and merged it into our programme. The agreement brought an additional 250 titles to our publishing list with four new titles per year guaranteed by Oxfam from their own work. It also gave the company the benefit of a number of related agreements including the right to publish and distribute Sphere Project publications including the Sphere handbook.

Journals performed well with *Enterprise Development and Microfinance* on budget, and *Waterlines* considerably up on sales after its switch to a new format in 07-08. Both journals included a number of articles were from Practical Action staff. 450 copies of each issue were sent to subscribers. On the down-side, we failed to secure an agreement with DFID to publish a New Technology and International Development journal.

The number of new books published (including Practical Action titles) was down on target and we have still not completed the digitalisation of our catalogue, something which is critical to future-proofing the business. We are also still unable to collect the metrics necessary to monitor progress on some of the key strategic indicators related to who our books are going to. In respect of the 31 strategic indicators for the business, we are close to or ahead of target in 15, behind on 11, and unable to measure 5.



List any documentary evidence of achievements

The main publishing site is at <http://practicalactionpublishing.org/?id=publishing>

More on the Oxfam merger is at <http://practicalactionpublishing.org/?id=Newsletter>

An evaluation focusing in part on using and reframing strategic indicators and better understanding the different impacts of publications and journals is planned for 2009/10

Indicator 3:

Double the regional penetration of Practical Action's technical skills and experience among national governments, bilateral and multilateral donors, international NGOs and private sector businesses achieved by providing consultancy services in at least 25 countries where we are not operational as an NGO (Practical Action Consulting).

Progress achieved and challenges faced

Practical Action Consulting made strong progress during the year, exceeding all of its targets including:

	<u>Target</u>	<u>Actual (07/08year)</u>
Activities (push + reactive)	82	104 (74)
Countries worked in	25	46 (35)
Profit (Grant used)	£-175k	£-92k (£-104k)
Turnover	£1,291k	£1,842k (£1,283k)

Regional penetration to countries where Practical Action is not operational is well ahead of target. There are now active PAC offices in Kenya, Zimbabwe, Sri Lanka, Peru and Nepal. Practical Action Bangladesh are also planning a consultancy arm.

Examples where Practical Action experience has been taken to a wider audience include:

- Gravity ropeway experience from Nepal to India.
- Micro hydro experience from Sri Lanka to Laos.
- Practical Action's learning on climate change has been incorporated in a training course already delivered to 51 participants from 31 practitioner organisations (e.g. DFID, WaterAid, IIED, Oxfam, Amnesty International) and commercial businesses (e.g. Atkins, Thames Water, Mott MacDonald).

Key challenges for 2009/10 include improving the international office output quality, securing longer term strategic work, and opening operations in Bangladesh.

List any documentary evidence of achievements

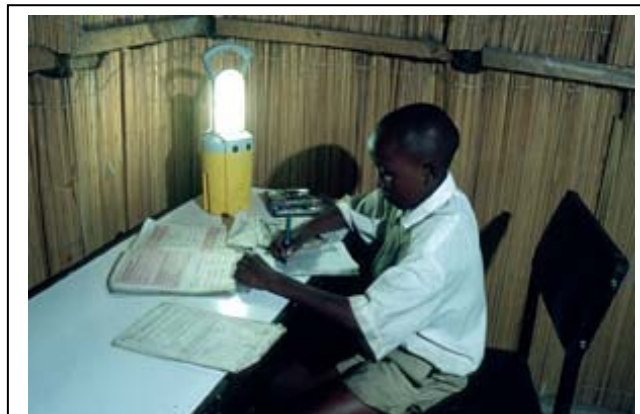
Practical Action Consulting's homepage - http://practicalactionconsulting.org/?id=itc_home

Examples of their recent consultancies with DFID include the following:

1. ENGAGE Agreement for Engineering Services DFID UK/MM; **Yusaf Samiullah** (DFID Advisor); <http://www.engage-consultants.com/>
2. DEWPOINT Water, Sanitation & Environment Resource; Harewelle, **Ian Curtis**; <http://www.dewpoint.org.uk>
3. Dewpoint Water, Sanit. & Hygiene Support to MoE, Kenya; Harewelle, **Louise Banham**; <http://www.dewpoint.org.uk>
4. RiPPLE - Water Research; DFID UK/ODI, **Peter Roberts**; <http://rippleethiopia.org/documents/info/20090216-technology-choice-report>
5. DFID Energy Research, Kenya; DFID UK/ACTS; **Peter Roberts**; <http://www.pisces.or.ke/>
6. Livelihoods Resource Centre; DFID UK/HTSPE; <http://www.livelihoodsrc.org/>
7. Congo Basin Ecosystem; **Gemma May**; <http://practicalactionconsulting.org/?id=200808>
8. Making Carbon Markets Work for the Poor, Vietnam; **Anna Nileswhar**; <http://practicalactionconsulting.org/?id=200810>
9. PAC Nepal Integrat Environ, CC Adapt and Disaster Risk Asses, Nepal; **Simon Lucas**; http://practicalaction.org/docs/consulting/Nepal_Reconstruction_and_Rehabilitation.pdf
10. PAC Nepal Enterprise Develop Training, Nepal; RIU; <http://www.researchintouse.com>
11. PAC Nepal Climate Change Scenarios, Nepal; Harwelle, **Ian Curtis**; <http://www.dewpoint.org.uk>
12. IFRTD Access to Health Care in Rural Africa; gTKP DFID/WSP; http://ifrtd.gn.apc.org/new/issues/r_ roads.php

Overall summaries of work undertaken by Practical Action Consulting are hyperlinked under technology themes including:

[Energy](#)
[Water and Sanitation](#)
[Transport](#)
[Agro-processing and food production](#)
[ICTs](#)
[Housing and shelter](#)
[Climate change](#)
[Climate Change Training!](#)
[Enterprise development](#)
[Small-scale mining](#)



Glowstar lantern lighting homework in Kenya

What is the likelihood that Strategic Objective 2 will be achieved? Rate 1 to 5.
See footnote 10.

1

Strategic Objective 3:

The institutional and policy environment will have been created in which poor people have increased influence over the systems of technology governance, including its innovation, development and use.

Indicator 1:

Community based adaptation and disaster risk reduction approaches supported by international climate change governance and financing regimes under the UNFCCC and CSD, and at least 3 targeted National Adaptation Plans of Action (NAPAs or their equivalent).

Progress achieved and challenges faced

Practical Action has a leading role in the Adaptation Group of Climate Action Network, the main NGO grouping engaged with the UNFCCC. We had representatives at the UNFCCC COP in Poznan (December 2008) embedded in the Nepal and Bangladesh delegations and with CAN. All inserted key ideas from us into their official statements.

In Nepal we also coordinated the Association of International NGOs Climate Change Task Force and convened a workshop involving the government focal point to share information on climate change and participated in a series of government follow-up meetings. And in Bangladesh we co-hosted the 3rd International Conference on Community Based Adaptation and are leading national follow-up.

In Sri Lanka we are facilitating the development of the national position towards UNFCCC.

In Latin America the Ministries of Environment and Agriculture in Peru and Environment in Bolivia requested our research findings. In Peru a collaborative agreement was signed with the Ministry of Environment to prepare the 2nd National Communication on Climate Change, and regional governments requested help to bring adaptation into local planning.

In Kenya preliminary findings from an IDRC funded research project were presented at 2 national workshops targeting formulation of an East Africa post 2012 climate position. This led to participation in 3 national debates and at 2

special sessions of African Negotiators meetings on climate change under AMCEN.

In the UK we consolidated access to meetings with officials and ministers at DFID and DECC. We are chairing contributions to the NGO Major Group position paper for CSD 17, and disseminating a paper framing the institutional requirements for adaptation funding.

Achieving the strategic objective, both in the shape of the post-2012 framework agreement and financing for adaptation, depends on the outcome of UNFCCC negotiations. These will be unclear before Copenhagen COP with details like implementation modalities settled in 2010. At that point we expect strong relevance of our practical work on adaptation and institutional framework analysis.



Maasai woman collecting fodder. Until recently this area of Kenya has had no rains for 3 years

List any documentary evidence of achievements

The **CSD position** can be found at:

<http://daccessdds.un.org/doc/UNDOC/GEN/N08/627/88/PDF/N0862788.pdf?OpenElement>

Publications that have helped ourselves and others understand community based adaptation include:

Jonathan Ensor and Rachel Berger, 2009. Understanding Climate Change Adaptation: Lessons from Community-based Approaches. Practical Action Publishing.

Jonathan Ensor and Rachel Berger, 2009 (in press). Community Based Adaptation and Culture in Theory and Practice. In, *Adapting to Climate Change: Thresholds, Values, Governance*, edited by W. Neil Adger, Irene Lorenzoni and Karen O'Brien. Cambridge.

Indicator 2:

Inclusion of the poor in the design and implementation of more accountable systems of infrastructure service provision (energy, water, sanitation, transport, shelter) in at least 10 municipalities across Zimbabwe, Kenya, Sudan, Peru, Bolivia, Sri Lanka, India and Nepal.

Progress achieved and challenges faced

In the UK we facilitated the set up of a new BOND group on Governance launched on the 25th of June, 2009. This is seen as a vehicle for working with and helping member NGOs understand the role of governance in infrastructure services from participation in planning and delivery to accountability in implementation and addressing corruption.

In Nepal partnerships overseeing the planning and provision of infrastructure services have been set up with 2 Ministries, 8 district level authorities, 23 CBOs, 4 NGOs, and 2 private enterprises.

In Sri Lanka we led 5 training programmes on community governance involving 7 local authorities, 7 provincial councils and 28 chief and provincial secretaries. Training was part of the rollout of a community planning for services programme now also in Orissa, India.

In Bangladesh, to improve accountability in local governance we facilitated the establishment of a Federation of Slum Improvement Committees (SICs). In 2008/9 SICs oversaw completion of 57 participatory Slum Improvement Plans in Faridpur, Gazipur, Jessore, Patuakhali and Borguna Municipalities. The Federation is now a permanent Member of the Faridpur Mayor's Steering Committee that allocated Tk.2.5 million (£22K) to support implementation of 24 SIPs in 2008-9. In Gazipur the Municipality has allocated similar resources to the Federation for waste management and drainage.

In Kenya, in addition to work in 4 municipalities we helped the Ministry of Local Government draft a national strategy for Municipal Solid Waste Management. It recommends involving communities in delivering waste services and informs a draft session (Cabinet) paper.

And in Peru, 8 district and provincial municipalities incorporated the use of decentralised renewable energy services in their rural electrification plans and budgets, we helped 10 local authorities provide public access to Internet and IP telephones through local wireless networks, and 3 national government bodies consulted us on the use of locally produced bio-fuels as alternative energy access solutions for isolated areas.

List any documentary evidence of achievements

Examples of case studies for the above may be available on request from annual reviews.

Examples of **academic and influencing work on Governance** include:

- 1) The UN-Habitat World Urban Forum (2008), Training Material and Case Studies Prepared for the Session on [Participatory Governance in Infrastructure Services](#).
- 2) Governance Issues in Infrastructure Services, Paper Presented at the 25th Anniversary Symposium of the journal (Feb 2009) 'International Development Planning Review'. Liverpool

University.

- 3) Editorial '[GATS and Development: the Case of Water Sector](#)', Progress in Development, Volume 8, Issue 1, 2008. Sage Publications.
- 4) Peer Reviewed Paper, '[How we got here: the road to GATS](#)'. Progress in Development, Volume 8, Issue 1, 2008. Sage Publications.
- 5) Peer Reviewed Paper, '[Integrated Approaches to Promoting Sanitation: a Case Study of Faridpur, Bangladesh](#)'. Proceedings of the International Workshop, Edinburgh, UK (May 2008), ISBN 978-0-9557497-1-1 (DewPoint)
- 6) Crossfire Debate, '[The Involvement of the local and small private sector is critical for improving watsan services to the urban poor](#)'. Waterlines, Volume 27, Number 4, October 2008.
- 7) Key Note Speech, 'Social Aspects of Engineering Research', Engineers Without Border, National Research Conference 2009

Our Energy Access policy paper on "*Energy Poverty: The Hidden Crisis*" that target a realignment in energy governance priorities can be sourced at:
http://practicalaction.org/docs/advocacy/energy_poverty_hidden_crisis.pdf. The Czech Presidency's adoption of many of our recommendations on energy access is outlined at,
<http://www.globalbioenergy.org/bioenergyinfo/bioenergy-and-sustainability/detail/en/news/9785/icode/2/>, and the resulting EU Council Declarations based on and referring to that report can be found at: [www.eu2009.cz/scripts/file.php?id=53729&down=yes](http://register.consilium.europa.eu/pdf/en/09/st09/st09909.en09.pdf)
<http://register.consilium.europa.eu/pdf/en/09/st09/st09909.en09.pdf>

Indicator 3:

At least 5 major national and international organisations and agencies across Latin America, Africa and South Asia, adopt or adapt the Participatory Market Systems Development approach in their policies and practices for rural poverty reduction.

Progress achieved and challenges faced

USAID commissioned the markets and livelihoods programme to write a Best Practice paper. The output has been shared widely through USAID's microLINKS portal. Evidence that our approaches were influencing USAID came in a series of invitations: for inputs to a paper on participation in value chain development; to lead a Speakers Corner debate on Value Chain Development for Vulnerable Populations; and to help shape their new wiki.

VSO have integrated the Participatory Market Systems Development concept into their work on Secure Livelihoods and acknowledge Practical Action in their 2008-13 strategy. VSO's Bangladesh livelihoods team have now approached our Dhaka office for support.

The Market Facilitation Initiative of SEEP (Small Enterprise Education and Promotion) and Livelihoods Network's Markets Group are progressing well under our leadership. 300 practitioners, donors and researchers have joined. On-line conferences and working groups were formed on issues including subsidies and horizontal linkages.

Emergency Market Mapping and Analysis (EMMA) pilots influenced the International Rescue Committee's Pakistan programme because "... [the] tool presented the perfect opportunity to rapidly assess the effect of the crisis on local markets in Peshawar and inform programming with market-oriented data." Based on their EMMA findings, IRC have developed a livelihood project with OFDA and want to test the approach in other contexts.

The World Food Program have asked for a tailored version of EMMA to use in their food access assessments and the World Bank are interested in market mapping collaboration.

In Southern Africa, Goal, Hlekweni, Environment Africa and the Mozambique Department of

Agriculture were given PMSD training and are starting to use the approach. Future collaboration is being explored with Action Aid, INGC and ILRI, and there is an ongoing dialogue with Hivos, EC and DFID over funding to introduce the approach to practitioners.

List any documentary evidence of achievements

Participatory Market System Development: Best Practices in Implementation Series, USAID's Microreport #149 can be found on USAID's MicroLINKS website at:

http://www.microlinks.org/ev.php?ID=35558_201&ID2=DO_TOPIC

EMMA DGroup site at www.emma-toolkit.info

Market Facilitation Initiative (under SEEP and Livelihoods Network - Gates Foundation) public information webpage to keep members and non-members updated:

<http://communities.seepnetwork.org/edexchange/node/362>

See also the **Infoláctea** website in Peru

<http://www.infolactea.com/index.php>. Infoláctea provides knowledge and market access services to small dairy producers and market intermediaries and is an example of a successful collaboration between the Markets and Livelihoods programme and Practical Answers. It currently receives an average of **8000** visits per month and has been acknowledge by FAO Latin America and the Peru Agriculture Ministry as one of the most innovative and effective information systems with a production chain approach.



Indicator 4:

Policies and practices of at least 2 international and 3 national organisations supporting science and technology development in developing countries adopt approaches or mechanisms to ensure poor people's needs are taken into account.

Progress achieved and challenges faced

We have managed to establish a number of **working relations with other organisations and institutions**, notably:

- Member of [Responsible Nano Code Working Party](#) (Royal Society).
- Member of Steering Group of [Responsible Nano Forum](#).
- Member of [Nanotechnology Stakeholder Forum \(DEFRA\)](#).
- Completed ESRC project: "[Delivering Public Value for New Technologies](#)".
- Helped to establish [Science for Humanity](#)
- Peru have organised a [forum on nanotechnology and water](#)
- In Sri Lanka there has been work on [open source software](#).
- In Zimbabwe national workshops have explored technology policy and the use of [pod casting](#).
- In Nepal convened a [Manifesto Roundtable](#) for IDS and chaired Table 5 at the 2009 [Innovation Asia Pacific Symposium](#).
- David Grimshaw appointed DFID Senior Research Fellow to develop the research strategy on new and emerging technologies. David's secondment to DFID for 60% of his time over 2 years will reduce opportunities to develop an international programme but provides opportunities to influence a large body of research

"New technologies are developed only when people of power and wealth back their development" (Schumacher, 1979:44). So how can we help shape a world where science-led new technologies deliver products which fulfil human needs rather than consumer wants?

- Consultant to [SciDev.Net New Technologies Gateway](#).

This had led to a number of opportunities to contribute to **conferences and** publish **papers** focusing on the **role of new technologies and human needs**:

- Participant in Arizona State University Centre for Science and Technology.
- Invited to EPSRC event in Belfast on nanotechnology and new ideas.
- Reviewed the EPSRC project on “Bridging the Digital Divide”.
- Participant in Design, Technology and Ethics workshop, University of Delft.
- Chapter in “Nanotechnology: Applications in Water” (USA).
- Chapter in “Nanotechnology as if the World Mattered” (Australia).
- Chapter in “Nanotechnology Year Book”.
- Contributions to UNESCO publication on ICTs and nanotechnology (Marilyn Carr).
- Spotlight on nanotechnology and water published by SciDev.Net. – 6000 hits in first week was twice normal levels.
- New technologies section and blog on www.practicalaction.org including a “White Paper” on the “Role of New Technologies in International Development”

List any documentary evidence of achievements

Embedded hyperlinks in text on progress

What is the likelihood that Strategic Objective 3 will be achieved? Rate 1 to 5.
See footnote 10.

2

Strategic Objective 4:

Civil society and political leaders in the north and south will be more aware of, and support, the appropriate use of technology in achieving poverty reduction and sustainable development targets in developing countries.

Indicator 1:

Increased public awareness, media coverage and active support in the UK, Europe, South Asia and Latin America, for ratification of a globally binding post Kyoto UNFCCC protocol which provides for community based adaptation and energy access for the poor.

Progress achieved and challenges faced

Personnel changes and financial constraints have meant slow progress raising public awareness and support for action, with priority given to lobbying officials and policy-makers in adaptation.

To this end Practical Action worked with NGO groups like Stop Climate Chaos around the UK climate Bill. SCC recommendations for 80% cuts in emissions, annual targets and the inclusion of aviation and shipping were accepted. Under SCC we helped convene the “Copenhagen Group” to focus on the international priorities and supported Climate Action Network (Europe)’s influencing of EC ODA policy. Practical Action co-chairs CAN International’s Adaptation working group.

A 4 page brief about the role of adaptation in the Copenhagen climate deal was sent to every member of UK parliament in January 2009. The brief was modified by Germanwatch and CAN-Europe and sent to the Bundestag and European Parliament. The UK version of the brief was

accompanied by [Early Day Motion 761](#) signed by 50 MPs.

Toward public awareness outside the UK, newspaper articles and information materials were published in Nepal, Bangladesh and Peru and Sudan, and we contributed to several national climate awareness events (e.g. 15 in Peru). In the UK, 7 articles were published by media with over 100,000 circulation (4 by the Guardian) and 12 by media reaching under 100,000. Our [website](#) launched a [video channel](#) with examples on climate change. And we set up a [Youtube video channel](#) and [Facebook service](#).

The "Make the Link" campaign was launched calling for urgent action on climate change toward achieving the MDGs. Outreach aimed at a younger audience included festivals at Glastonbury, Campaign Against Climate Change Climate Forum, Leamington Peace Festival and WOMAD. And a [Leadership of Climate Change](#) teaching pack aimed at children aged 14-16 was launched. One teacher wrote, *"Just to say how amazing your Climate Change website is. We are having a Green Day at school and now have too many ideas. In fact we have decided to extend the work for the rest of the term. Your resources are clear, concise and child and teacher friendly, and very well thought out."*

List any documentary evidence of achievements

Some useful links include:

[Practical Action website climate change section](#)
Practical Action Latin America's [climate change blog](#)
[Article "Pumpkin Revolution" in DFID's Developments Magazine](#)

[Leadership of Climate Change](#) teaching pack link

A new competition for children and youth called "Inspire and Educate" has recently been launched by **FAO**, **WAGGGS**, Practical Action and **YPARD** through the Youth and United Nations Global Alliance (**YUNGA**)

The competition is part of the "Our World, Our Climate, Our Food: Local action for a global challenge" initiative which aims to disseminate information and raise awareness on issues as climate change, environment and food security, with the purpose of encouraging children and young people to take part in activities to reduce our impact on the environment and to take action against hunger in the world.

Link to the ["Inspire and Educate" website](#).



Indicator 2:

At least 3,000 secondary school teachers and 1,000,000 pupils in the UK have increased awareness of the importance of sustainability in technology design, and the related impacts of science and technology on global poverty.

Progress achieved and challenges faced

Our work on design and technology in the UK has influenced national policy, increased its audience, developed and promoted new resources, and provided significant teacher training. Examples of our influence on the national curriculum include:

- Over 5000 copies of the 'Sustainability Handbook for DT teachers' are now in circulation and

regularly updated e-resources on our database are being used by over 1000 teachers.

- In 2009 a first cohort of 350,000 young people will begin studies using a syllabus introduced to the exam board by Practical Action, and in which all English and Welsh awarding bodies will have adopted the '6 Rs' framework for understanding sustainability – **refuse, reduce, repair, rethink, recycle, reuse.**
- All DT Key Stage 4 Students will be affected by formal examination questions set by the OCR (Oxford, Cambridge and RSA) examination body. While sustainable design is not a requirement for younger children many teachers will incorporate it into lessons ahead of Key Sage 4 affecting an estimated 1,000,000 young people in each year group each year.
- Curriculum development is supported by resources and examiner training with the QCA (Qualifications and Curriculum Authority) as well as inputs into QCA consultations on D&T new specifications, the primary curriculum and Key Stage 3 Big Picture curriculum.

Our attempts to open a second area of work for the UK by engaging with the science curriculum has just got off the ground but was seriously hampered by a recruitment freeze due to the financial downturn and unrestricted budget cuts. In 2009/10 we will need to secure significant restricted income to sustain the considerable momentum of our UK and Europe development education work.

In Peru we have started work on an ambitious programme to connect our work with the formal education system. This includes formal certification of training modules developed in agriculture, energy, and disaster risk management for schools and other education establishments.

List any documentary evidence of achievements

A study showing the **impacts of the Sustainable Design Award** is attached with case examples of students who followed the Award and what they've gone on to do, a teacher, and a senior examiner.

Links to SDA and STEP can be found here:



The following **links** are available through Practical Action:

[Sustainable Design & Technology](#) - resources are continually being developed with new and interesting materials added.

[Cross curricular resources](#) - include downloadable material for use in primary, geography and citizenship lessons.

[Training](#) - courses tailored toward continuing professional development run by experienced tutors covering sustainability and the global dimension.

[Climate Change](#) - materials highlight its impacts on people around the world and ask what can we do?

What is the likelihood that Strategic Objective 4 will be achieved? Rate 1 to 5.
See footnote 10.

2

Part C – Lessons Learned⁷

What lessons are being learned from this PPA?

You might find it helpful to frame your response around each strategic objective and/or to comment on how the PPA has contributed to:

- knowledge generation
- dissemination of knowledge (e.g. to other PPA partners, UK public, etc.)
- your organisation's impact
- relationships with others (whether PPA partners or not)

(Approx. 600 words.)

The PPA's Mid-Term Review (MTR) last year included an assessment of the contribution of the PPA to Practical Action's learning and knowledge dissemination, which by and large remains valid. There has been some progress, reflected above particularly under Objectives 3 and 4.

Practical Action's participatory approach is an effective catalyst to achieving a whole range of outcomes. The evaluation of the Access to Infrastructure Services programme found that the participatory planning and partnership approach allowed communities to organise and gain in confidence at the same time as ensuring engagement by other stakeholders and building bridges with local authorities.

Though most Practical Action projects are concerned in some way with technical solutions, these do not dominate: there is a focus on people at the centre of project design and implementation.

Practical Action has proven effective at delivering and enabling sustainable gains for people living in poverty at the local level, and sometimes at medium-scale. In many cases the targets for such projects have been exceeded, and these provide valuable evidence of the effectiveness of our approaches. However, the ultimate aim of achieving impact at scale requires us to give greater attention to influencing the policy and practice of other organisations. It can, however, be difficult to include policy analysis and activities to influence more widely within the design and budgets of operational projects, at least in a way that many donors will accept. PPA funds do provide some support for this kind of work.

Similarly, PPA funds are valuable for knowledge generation and dissemination which are critical for influencing, though sound advocacy strategies and skills in policy analysis are also necessary. The variety of projects and activities undertaken by Practical Action and our partners makes the lesson-learning and knowledge dissemination quite diffuse. To provide focus for this effort at the international level Practical Action identified seven 'International Objectives' but in 2008/09 was able to provide resources to pursue only two of these (food security and energy access).

A third area of knowledge-based work is in **building support for development**. Practical Action's assumption that funding from other sources to support this work would supplement

⁷ We left this section fairly open to interpretation. Additionally, it's an opportunity to show the reach and value PPA money has.

what could be done with PPA funds has not been borne out in practice. Practical Action is committed to undertaking **development education work** but cannot do as much as we would like as it is particularly difficult to fund. Being a PPA holder means that funds are not available to us through other DFID funding lines, and there are very few donors in the UK or Europe who will fund this type of work. Practical Action believes our development education work would be an excellent vehicle for giving DFID more visibility in the UK if it were funded directly.

Practical Action believe there are fewer opportunities for CSOs to obtain DFID funding in country, partly due to direct budget support, partly due to lack of capacity by the DFID country offices to manage projects under £1 million. However, DFID country offices do need and seek technical expertise from Practical Action and other specialist CSOs. Practical Action believe that **funding addendums appended to PPA agreements** would be important for DFID country offices to be able to obtain this expertise.

Although Practical Action works in Latin America (mainly in the Andean Region) we are not in receipt of LA PPA funding, and it is not clear how we can **engage with DFID on their Latin America work**. Relationships with the Foreign and Commonwealth Office are being built around dialogue on Bolivia's development priorities, and it may be that this channel should be developed engagement with HMG on other countries in Latin America.

Part D – Partnership with DFID⁸

Partnership with DFID

Your organisation, through your PPA, is formally in partnership with DFID, guided by a mutual accountability framework (MAF). This section provides space for your organisation to comment on how that partnership is working in practice.

Some questions to guide you (but please feel free to comment as you wish):

- Have your expectations of the MAF been met in this reporting period?
- What has been the level of mutual engagement between you and DFID?
- What has worked well?
- What has worked less well?
- What suggestions do you have for more effective partnership in future?

Please give specific examples if possible of your PPA partnership with DFID, including links to relevant documents/websites and any collaborative DFID engagement done with other PPA partners

(Approx. 600 words)

The summary of the partnership above outlines the continuously evolving network of contacts and relationships between the two organisations. The **Relationship Matrix** submitted to DFID by Practical Action in February 2009 provides further details.

Early in 2009, DFID launched a consultation process for the new **White Paper**, which Practical Action contributed to through the discussions held between BOND and DFID, through input to the BOND submission, the UK Food Group submission, and by means of a separate, shorter submission directly. It is known, also, that some Practical Action supporters attended some of the regional public meetings.

There continues to be engagement with DFID through **key networks**, in particular the BOND Development and Environment Group, the UK Food Group and the group of NGOs working with CHASE on disaster risk reduction. DFID representatives attended the Practical Action conference on **Hunger and Climate Change** (3 March 2009).

The Civil Society Department (letter 30 April 2009) is pursuing the idea, which emerged through the MTRs, of an **annual meeting between heads of PPA agencies and senior officials in DFID**. Practical Action looks forward to this materialising.

The CSD has also begun to facilitate participation by PPA agencies at the **annual advisers' retreats**, but for 2009 this came too late to make a difference. Practical Action has, however, been invited directly to the 2009 Environment and Climate Change advisers' retreat, and we note that a civil society (BOND DEG) perspective has been included on the programme. Invitations to other advisers' annual retreats have not been forthcoming and we would suggest that next year co-

⁸ Again, we wanted to focus on partnership over relationship here and have left this section open to interpretation by each organisation.

This is where the mutual accountability framework will slot in, once it has been developed by DFID.

This is an opportunity to expand on some of the information in Part A on the partnership between DFID and PPA holders and a chance to flag up issues.

Again, there is a shift in emphasis from a purely financial relationship to a partnership that is also about learning, accountability and communication with other parts of DFID beyond the Civil Society team.

ordination of this begins much earlier in the year, as the plans for the retreats are being formulated.

Opportunity for joint engagement by the PPA agencies with **the DFID Research Department** during the past year has no doubt been affected by personnel changes, but would still be worthwhile. Though there are opportunities for Practical Action through our membership of the Development Studies Association, these tend to focus on the concerns and interests of academic researchers. Practical Action's knowledge of the Research Department will be enhanced through the **part-time secondment** (from July 2009) of a member of staff to a Senior Research Fellow position.

Engagement between Practical Action and our **priority DFID country offices** is variable. In Zimbabwe, DFID participated in the annual review of Practical Action's work there and dialogue is taking place on ways to support overall recovery in the country. Similarly, in Sudan, DFID and Practical Action have discussed opportunities for collaboration on rebuilding in Darfur. In Nepal there are good communications with the DFID office, particularly around infrastructure services, and Bangladesh contact increased during the development of the Shiree project.

There has been some informal contact with the Head of Profession for Infrastructure. Recent staff changes in the Research Department suggest that contacts on infrastructure services at this level may be more effective for Practical Action.

Practical Action welcomed the interest and support of the Senior Energy Adviser in the study on **decentralised energy services** we undertook for the Czech Presidency of the EU in late 2008. However, in subsequent meetings at the EC the absence of UK interest in the issues of energy poverty was noticeable.

Following the MTR, Practical Action is liaising with IIED on **private sector development issues**, and a member of the DFID Private Sector Development team will be participating in Markets and Livelihoods seminar at Bath in July 2009.

Practical Action has been instrumental in the establishment of the new **Governance Group of BOND**, launched on 25 June 2009. The launch was attended by DFID officials.

Ideas to provide **acknowledgement of DFID's support to Practical Action** have already been discussed within Practical Action, building on what is already being done through existing channels, such as the Annual Report. Ideas are clearly developing with DFID as well, and the introduction of a new logo for 'UKaid', as outlined in the letter from the Director General, Policy and Research (22 June 2009) will lead to further consideration of how this might be done.

Part E – Corporate Governance and Organisational Change⁹

Provide evidence of how your organisation demonstrates good corporate governance, whether this has changed as a result of the PPA, and if so how.

You must include in your response assurance that your organisation complies with UK equalities legislation on disability, gender and child protection, and shows due regard for environmental impact.

(Approx. 500 words.)

The **structure, governance and management** of Practical Action are described in Section 3 of the [Annual Report and Accounts](#). During the past year revisions to the job description for Trustees and the Chair of the board of Trustees have been introduced to bring these into line with good practice, and the board has continued the practice of reviewing its own performance.

Following a favourable external review in 2008, progress has been made in refocusing the **internal audit function** around an integrated assurance framework, linked to risk management.

The **Group Finance Manual**, which is available to all staff, sets out the minimum standards for financial management policy, conduct and process in all Practical Action offices. The manual includes policies for procurement and the contracting of consultants, and is to be developed further with the addition of standards for partner assessment.

An external evaluation of the Access to Infrastructure Services programme reported that “We have been able to confirm that Practical Action have detailed guidelines for the **counting of beneficiaries and robust systems for recording project outputs**.”

Practical Action has a **comprehensive set of internal policies**, including an **Equal Opportunities Policy** to the effect that Practical Action will ensure that disadvantage does not occur as a result of gender, disability, race or colour; or on the grounds of age, religion, sexuality, marital status, HIV (AIDS) status, political affiliation, nationality, or any circumstance or activities which do not affect the individuals’ ability to do their job. In 2008 Practical Action adopted a **Policy for the Protection of Children and Vulnerable Adults**.

Environmental sustainability is integral to Practical Action’s work, and all projects are expected to consider environmental impact. Concern for the environment is reflected in organisational matters as well, with an emphasis on encouraging and facilitating staff to take

⁹ This section is about both ticking the basic legal compliance boxes and showing that PPA holders are pioneering dynamic new approaches to e.g. environmental standards.

This also provides an opportunity for PPA holders and other organisations in the sector to learn from each other and presents PPA holders as at the forefront of new approaches to good corporate governance, accountability, transparency, organisational change etc.

This is an opportunity to list which standards and codes you are signed up to (e.g. HAP, Sphere etc).

Emphasising how PPA funding has contributed to improving governance and change in your organisation and how this learning has been shared in order to strengthen the sector will also provide more material to demonstrate the reach and value that PPA funding has.

personal action.

It is a strategic objective of Practical Action to reduce the **carbon footprint** of the organisation and its work. Measures have been introduced to manage greenhouse gas emissions across the organisation, particularly those from air travel and from our own vehicles. In 2008/09 a target was set to reduce total emissions by 10 per cent (against a baseline in 2006/07). In the event this target was exceeded and emissions were reduced by approximately 25 per cent.