

## CBA Project Standards

Community-based adaptation (CBA) is a new area for many development practitioners. CBA involves consideration of new and sometimes complex issues. It involves an integrated and often cross-sectoral approach, requiring different expertise and new partnerships. It works at multiple levels to achieve concrete improvements in the adaptive capacity of people and communities, and to create an enabling policy and institutional environment for local adaptation. It is grounded in good development practices, including participation of stakeholders, reflective practice and effective documentation and dissemination of results and lessons.

To guide project teams in achieving the highest quality in the analysis, design, implementation and information & knowledge management of CBA projects, we have developed the CBA Project Standards. These standards represent the key criteria that must be achieved to ensure the quality of process and outputs of different stages of the project cycle. Most importantly, the achievement of these standards will help to ensure that CBA projects make a sustainable contribution to the adaptive capacity of project stakeholders.



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[Open **CBA Project Standards** section – [www.careclimatechange.org/files/toolkit/CBA\\_Project\\_Standards.pdf](http://www.careclimatechange.org/files/toolkit/CBA_Project_Standards.pdf)]

### Community-Based Adaptation (CBA) Project Analysis Standards

Project teams should strive to achieve these standards to ensure a high quality process, and associated outputs, in the Analysis stage of the CBA project cycle. Please see the [Step-by-Step Guidance on Analysis](#) for guidance, tools and resources which support the achievement of the standards.

<p><b>Conducting a high quality CBA analysis requires:</b></p>	<ul style="list-style-type: none"> <li>• An analysis team with expertise in climate change and vulnerability analysis.</li> <li>• Meaningful and proactive involvement of a range of stakeholders, including men and women from target communities, partner organisations, governments and CARE staff.</li> <li>• Validation of results and conclusions by stakeholders.</li> <li>• Documentation of validated conclusions and recommended actions, particularly with respect to the priority issues for adaptation.</li> </ul>
<p><b>A high quality CBA analysis should result in a better understanding of:</b></p>	<ul style="list-style-type: none"> <li>• Current climate hazards (events and conditions) affecting the target area.</li> <li>• Projected changes in climate hazards (events and changing conditions).</li> <li>• Impact of current and future climate hazards (both events and changing conditions) on livelihoods of different groups and on the ecosystems upon which they depend.</li> </ul>

	<ul style="list-style-type: none"> <li>• Current coping strategies, including their effectiveness and sustainability in the context of future climate scenarios.</li> <li>• Existing (local/regional/national) government policies and programmes that may represent opportunities or barriers for adaptation.</li> <li>• Potential project partners and opponents.</li> <li>• Economic sectors and livelihood groups that are particularly vulnerable to climate change.</li> <li>• Social groups that are particularly vulnerable to climate change.</li> <li>• Differences in vulnerability and capacity based on gender, marginalisation, age and other factors which may exacerbate vulnerability.</li> <li>• Priority adaptation issues at different decision-making levels (in terms of both urgency and importance).</li> <li>• Recommendations for the effective future design, implementation and information &amp; knowledge management of the project.</li> </ul>
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### Community-Based Adaptation (CBA) Project Design Standards

Project teams should strive to achieve these standards to ensure a high quality process, and associated outputs, in the Design stage of the CBA project cycle. Please see the [Step-by-Step Guidance on Design](#) for guidance, tools and resources which support the achievement of the standards.

<p><b>Ensuring a high quality CBA project design process requires:</b></p>	<ul style="list-style-type: none"> <li>• Meaningful and proactive involvement of all stakeholders (including target communities, partner organisations, governments and CARE staff) in project design.</li> <li>• Representation of vulnerable men and women who effectively participate in discussions and influence the project design.</li> <li>• Input from scientific and technical experts in relevant disciplines (this may include: climate scientists, gender and diversity experts, social scientists, agronomists, water specialists, economists, natural scientists, etc.).</li> <li>• Clear and logical responses to priority adaptation issues identified in Analysis stage.</li> <li>• Documentation of the project design process, including the rationale behind key decisions and how stakeholders were involved, to facilitate effective project implementation and information &amp; knowledge management.</li> </ul>
<p><b>A high quality CBA project design should incorporate:</b></p>	<ul style="list-style-type: none"> <li>• A clear and achievable goal for increasing adaptive capacity of target groups to climate change.</li> <li>• Target communities, households and individuals that have been identified as particularly vulnerable to climate change.</li> <li>• An approach that takes into account differential vulnerability based on gender and marginalisation, as well as other relevant social, political and economic differences.</li> </ul>

	<ul style="list-style-type: none"> <li>• An integrated approach to adaptation, with objectives that clearly address priority adaptation issues at household/individual, local and national levels.</li> <li>• The promotion of climate-resilient livelihoods strategies for target groups.</li> <li>• Disaster risk reduction strategies at household, community and national levels.</li> <li>• Capacity development for local stakeholders to plan and implement adaptation actions.</li> <li>• Advocacy activities to create an enabling environment for adaptation (at local, regional and national levels, whenever feasible).</li> <li>• Strategies to address the underlying causes of vulnerability, including gender inequality, marginalisation and poor governance.</li> <li>• Specific strategies to empower particularly vulnerable social or economic groups.</li> <li>• Appropriate scientific and technical expertise to effectively implement the project activities.</li> <li>• Specific strategies for accessing and drawing upon local and global scientific climate information and integrating it with local knowledge and observations.</li> <li>• Clear roles and responsibilities for all project stakeholders during project implementation.</li> </ul>
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### Community-Based Adaptation (CBA) Project Implementation Standards

Project teams should strive to achieve these standards to ensure a high quality process, and associated outputs, in the Implementation stage of the CBA project cycle. Please see the [Step-by-Step Guidance on Implementation](#) for guidance, tools and resources which support the achievement of the standards.

<p><b>High quality implementation of CBA projects requires:</b></p>	<ul style="list-style-type: none"> <li>• A realistic, detailed and flexible implementation plan in line with the project design.</li> <li>• Strong partnerships based on shared decision-making and mutual accountability.</li> <li>• Ongoing capacity development for staff and partners on climate change impact assessment and adaptation.</li> <li>• Ongoing monitoring of climate variables that may affect project success.</li> <li>• Regular review and update of project strategy and implementation plan to reflect changes in context, unexpected constraints or new opportunities.</li> <li>• Project implementation plans and logistics that are sensitive to the different needs, constraints and capacities of women and marginalised groups.</li> <li>• An Emergency Preparedness Plan (EPP) at the Country Office level that all project staff are familiar with.</li> <li>• Contingency plans for emergencies in the project area.</li> </ul>
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	<ul style="list-style-type: none"> <li>• Key project staff trained in emergency preparedness and response, including humanitarian accountability.</li> <li>• Flexibility in funds and activities to allow for efficient responses to crises with minimal disruption to ongoing activities.</li> </ul>
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## Community-Based Adaptation (CBA) Project Information & Knowledge Management Standards

Project teams should strive to achieve these standards to ensure a quality process, and associated outputs, in Information & Knowledge Management throughout the CBA project cycle. Please see the [Step-by-Step Guidance on Information & Knowledge Management](#) for guidance, tools and resources which support the achievement of the standards.

Information & knowledge management includes monitoring & evaluation (M&E).

<p><b>Ensuring high quality information &amp; knowledge management in CBA projects requires:</b></p>	<ul style="list-style-type: none"> <li>• Management of information in all media and forms as a strategic organisational resource.</li> <li>• Project staff and partners with an understanding of the importance of good information and knowledge management practices.</li> <li>• A project I&amp;KM system designed to meet information needs of project and all stakeholders.</li> <li>• I&amp;KM processes that are sensitive to women and marginalised groups.</li> <li>• Tracking of both intended and unintended impacts of project activities.</li> <li>• An appropriate level of rigour in methods (sampling, data collection, analysis, etc.).</li> <li>• Participation of project stakeholders in the design of the I&amp;KM system, data collection, analysis and processing.</li> <li>• Opportunities for cross-learning and reflection on adaptation among staff, participants and partners, to convert information to knowledge.</li> <li>• Processes that enable different groups to feel safe and say what they really think.</li> <li>• Clearly assigned roles and responsibilities for information and knowledge management processes and activities at appropriate levels.</li> </ul>
<p><b>A high quality information &amp; knowledge management system for a CBA project should incorporate:</b></p>	<ul style="list-style-type: none"> <li>• Indicators that assess improvements in adaptive capacity in the areas of: climate-resilient livelihoods, disaster risk reduction, local capacity development, and addressing underlying causes of vulnerability.</li> <li>• Indicators that track changes in climate variables, such as temperature and rainfall, and identified climate hazards.</li> <li>• Indicators that track changes in key livelihood resources, such as crop yields, pasture productivity or fish catches.</li> <li>• Both qualitative and quantitative indicators.</li> </ul>

	<ul style="list-style-type: none"><li>• Indicators that are linked to the correct level of results (output, outcome, impact).</li><li>• Disaggregation of relevant indicators by gender and other important categories of vulnerable groups.</li><li>• Comprehensive and detailed baseline survey on indicators from which to measure changes over the life of the project.</li><li>• Ongoing monitoring of achievement of results at multiple levels: household/individual, community/local institutions, and national level.</li><li>• Examination of both process and progress.</li><li>• Clear plans for evaluation of results and processes at strategic points during project implementation.</li><li>• Clear protocols for documentation of project experiences and lessons.</li><li>• Sharing of lessons and best practices on community-based adaptation with other projects and partners, and through relevant networks and websites.</li></ul>
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