


Appendix 12: Mid-term Progress Report

(1) Progress Report

 Mid-term Progress Report Mekong – ROK Cooperation Fund (MKCF)	
A. Brief Project Information	
1.1. Project title	Capacity Building for Regional Project Management of MKCF projects (PRIME)
1.2. Country (ies) / region	Cambodia, Laos, Myanmar, Vietnam, Thailand, Republic of Korea
1.3. Project area	
<input type="checkbox"/> Infrastructure <input type="checkbox"/> Information Communication Technology (ICT) <input type="checkbox"/> Green Growth <input type="checkbox"/> Water Resource Development <input type="checkbox"/> Agriculture and Rural Development <input checked="" type="checkbox"/> Human Resource Development	
1.4. Implementation start/end date	
Implementation start date	<u>1/12/2022</u>
Implementation end date	<u>31/12/2025</u>
Project lifespan	<u>3 years</u>
B. Prepared by	
Name:	- Mr. Suriyan Vichitlekarn
Title:	- Executive Director
Department:	-
Name of the Implementing Agency:	- Mekong Institute
Signature:	- July 10 th , 2024
Date:	
C. Update on progressive implementation of the project	

Provide information on the current status and progress made under the grant in terms of the achievements/milestones reached to-date as compared to the work plan

Year 1

Activity A.1. Inception Workshop - Completed

Objective:

To formally launch the project, an inception meeting with the key stakeholders will be organized to introduce the project objectives, and expected outcomes and to seek cooperation from the stakeholders for the successful implementation of the project.

Achievement: Conducted on April 7th, 2024 (Online), the Inception Workshop was delivered in 3 sessions namely the opening session where the honored guests delivered opening/congratulatory/special remarks, the presentation session where the Project Manager shared an overview of the projects, and expected contributions from the stakeholders with the work plan and the discussion session. The program started at 9:00 am and was dismissed at 10:45 am. The Inception Workshop was successfully conducted with more than 100 participants and their enthusiasm to join future project activities, such as training and Web-cloud based M&E system. The presentations were shared with the participants as per their request, and following up further inquiries from stakeholders.





Activity A.2. Training on Regional Projects Identification - Completed

Objective:

This Training will highlight critical analysis of regional issues to formulate projects to determine whether and how they may ultimately benefit the Mekong region promoting sub-regional cooperation in the seven priority sectors. (Duration 1 week; 30 participants from each Mekong country.)



Achievement: The 5 days Training on Regional Projects Identification (August 14- 18th, 2023) attended by 30 participants made up of (8) Cambodia, (7) Lao PDR, (6) Myanmar, (5) Thailand, (4) Vietnam. At the end of the training, the participants were able to acquire knowledge and practical skills on various pertinent topics in designing and developing a regional development project. Besides the specific outcome of developed regional projects in each of the sectors in a format of an expression of interest by sectoral groups consisting of cross-country participants. The final assessment confirmed that the objectives of the training were achieved. The long-term impact of the training program will be assessed by the outcome of activity two: the in-country action plan implementation (transfer of knowledge from the participants to other stakeholders) and activity three: the synthesis and evaluation workshop, as well as the outcome of subsequent involvement in MKCF projects (such as developing and submitting proposals to MKCF).

Activity A.3. Web-Cloud-based Monitoring and Evaluation Systems – Carried over

Objective: A web-cloud-based monitoring and evaluation (M&E) system will be designed and developed. The online M&E system will support program implementation with accurate, evidence-based reporting, and improve program performance.

Achievement: Term of Reference (TORs) for competitive bidding was developed by PRIME Project Team. The TORs highlighted the requirements for the M&E system including filtering function by country; username and password (login) for different users i.e. PIA, MKCF admin; Project information (title, PIA organization, duration, budget, sector/priority area); log frame (project, priority area/sector, MKCF/regional) result statements/intervention logic (output, outcome, impact), indicators, SoV/MoV, targets; Project work plan (output, activity, budget per activity, schedule). Start date and end date per activity and automatic alert when it is due to data collection templates (i.e. number of training participants: by country by gender), standard questionnaires to collect the project activity data; charts in the dashboard linked to the web –

portal automatically; financial administration (updates of burning rate by activity. Four (4) web developers (Data Verse consulting, Indev developers, Sibanya Thailand and UBS Dubai) expressed interest. Indev developer was awarded the task in November 2023. Indev developer M&E system work commenced in late November 2023 and to be carried over to Year 2 implementation of PRIME Project (2024).

Activity A.4. Training on project monitoring and evaluation – Completed

Objective: This training will contribute to organizational learning and knowledge sharing, uphold accountability and compliance as per MKCF requirements. Specifically, the M&E system aims to operationalize the online M&E system with a database application that will assist its users (PIA) to send, access, analyze, process, and convert data into useful information using various search, sort, filter, and rank queries accessible both on a local intranet and internet system.



Achievement: The 5-day training workshop on Project Monitoring and Evaluation (30 October – 3 November 2023) is the beginning of a larger journey towards capacity building for the joint formulation of a regional multisectoral monitoring and evaluation framework, as well as building a culture of Results Based Management in the MKCF with the support of a web/cloud-based project management system. A total of 30 participants participated in the workshop, including 2 representatives of the tourism project team, as well as the training organizing team. In terms of gender breakdown, the workshop included 18 men, and 17 women originating from the five Mekong countries plus Korea. The participants actively engaged in the sessions, plenary discussions, group work, studies, presentations, role plays, and associated program activities. All thirty (30) participants successfully completed the program on 3 November 2023. They were officially awarded certificates of accomplishment signed by Mr. Madhuriya Kumar Dutta Director of the Trade and Investment Facilitation (TIF) Department, of the Mekong Institute.

Activity A.5. Structured Learning Visit (SLV) - Completed

Objective: To deepen the knowledge and skill of the participants in the regional Project Management and project teams will visit selected regional projects under ACMECS, US-Mekong, Mekong- Australia, ADB-GMS Program to gain a deeper understanding of project planning, implementation, impacts measurement, also to share challenges and best practices.



Achievement: Structured Learning Visit (SLV) was conducted on November 13 to 16, 2023 to Khon Kaen and Bangkok, Thailand with 21 participants (5) Cambodia, (5) Lao PDR, (4) Myanmar, (5) Thailand, (1) Vietnam and (1) R.O.K. The Project Learning visits included the visit to ADB Thailand Resident Mission, Regional Office for Asia and the Pacific, International Organization for Migration (IOM), National Center for Genetic Engineering and Biotechnology (BIOTEC), USAID Regional Development Mission for Asia (RDMA). Following the Learning visits, the participants took part in the Synthesis and Evaluation (S&E) Workshop to present Lessons learned and key takeaways from the SLV. The participants were able to gain a comprehensive understanding of various regional projects, including their planning, implementation, impact, challenges, and best practices, by directly observing and engaging with project teams and beneficiaries; reflecting on their experiences, sharing insights, and broadening their understanding by learning from their peers' perspectives. The takeaways were the ability to develop concrete action plans to apply their newfound knowledge to their ongoing or future projects, effectively linking the SLV experience to their work and cultivating a commitment to applying these insights, enhancing their project management skills, and contributing to the design of more effective regional projects.

Activity A.6. MKCF Roundtable Meeting - Completed

Objective: The roundtable meeting will provide a platform for building cooperation and coordination among the MKCF project implementing agencies to share best practices, share lessons learned, and enhance their project achievements by replicating, upscaling and collaborating on project work plans.



Achievement:

The MKCF Roundtable Meeting to Review and Progress of MKCF Funded Projects took venue in Bangkok – Thailand on 14 December 2023. A total of 26 Participants made up of Project Implementing Agencies from (6) Cambodia, (4) Lao PDR, (7) Myanmar, (3) Thailand, (2) Vietnam, (2) R.O.K and (2) MI attended the Roundtable meeting with the following Key Results

1. Comprehensive Project Assessment: The workshop provided a platform to evaluate the progress and achievements of various MKCF projects across the Mekong region.
2. Enhanced Collaboration and Networking: It fostered stronger cooperation and coordination among the Project Implementing Agencies (PIAs) of MKCF, encouraging cross-country collaboration and sharing of resources.
3. Knowledge and Experience Exchange: Participants shared best practices and lessons learned from the implementation of their respective projects which was pivotal for understanding effective strategies and overcoming common challenges.
4. Identification of Challenges and Future Opportunities: It served as a forum to identify ongoing challenges and issues in project implementation, paving the way for the future.

Activity A.7. Development of MKCF website and social media campaign – Carried over

Objective:

A dedicated MKCF webpage will be designed and developed that will reflect the seven priority areas of 1) culture and tourism, 2) Human resource development, 3) Agriculture and rural development, 4) Infrastructure, 5) Information and Communications Technology (ICT), 6) Environment, and 7) Nontraditional security challenges.

Achievement: Term of Reference (TORs) for competitive bidding was developed and announced by the PRIME Project Team. Eight (8) web developers companies (Focalworks, Indev consultancy, LogiKooft Technology, Micheal Niarco Africa, Sanjay Madnani, Sibenya Thailand, Socialwell, Suny day) participated in the bidding. Indev Consultancy was selected. Following the appointment, an Inception meeting was held to initiate the development of Knowledge Taxonomy. Knowledge taxonomy for the portal was developed and finalized in consultation with MKCF nodal team. The proposed system needed to adopt a knowledge-based taxonomy for effective content acquisition, processing, and dissemination. Taxonomy ensured agility and efficiency in communications by having a common framework for organizing all entities of the portal. A follow-up meeting was held between MKCF Team and Indev Team to build a coherent and common understanding of the assignment. Initially 3 designs were shared as per the agreed timeline; then one more design was shared after integrating all the inputs shared by the stakeholders. All the inputs including an interactive map with clustering markers, hover effects, social media integration, multimedia integration, filter, and search options were being implemented. The draft content strategy for the website was being created, outlining what information to be presented on the website and how it would be structured. The website content strategy will guide the ongoing management of the website, including content creation, updates, and archival. This work was carried over to Year 2 of PRIME Project.

Year 2

Activity B. 1. Training on Regional Project Identification - Completed

Objective:

This Training will highlight critical analysis of regional issues to formulate projects to determine whether and how they may ultimately benefit the Mekong region promoting sub-regional cooperation in the seven priority sectors. (Duration 1 week; 30 participants from each Mekong country.)



Achievement:

Training on Regional Project Identification was conducted from 18-22 March 2024 to develop participants' capacity to identify, plan and develop regional development projects that address issues of the seven priority sectors of the MKCF in the Mekong region. Thirty (30) project development and implementing professionals from six countries (Cambodia, Lao PDR, Myanmar, Viet Nam, Thailand (CLMVT), and Republic of Korea, 5 participants from each country) participated in the 5-day training. The training course focused on developing projects underlining regional cooperation and addressing regional challenges including M&E design. The outcome of the course was regional projects (for each sector) developed by cross-country participant groups in similar sectors. The training provided a valuable opportunity for participants from different Mekong countries working in the same sector to exchange ideas and work together on a regional project with shared objectives. The final assignment of this regional project concept development provided clear guidance of good practices as well as common weaknesses to avoid in project and proposal development of regional scope.

Virtual Meeting: Introduction of MKCF M&E Framework - Completed

Objective:

The Capacity Building on Regional Project Design, Implementation, Monitoring & Evaluation of MKCF projects (PRIME project) aims to enhance the capacities of the eligible partners under the MKCF program to properly implement their respective projects, thereby reinforcing regional cooperation and integration. The projects span across seven priority sectors, namely Culture and Tourism, Human Resources Development, Agriculture and Rural Development, Infrastructure, Information and Communication Technology (ICT), Environment, and Non-traditional Security Challenges. MKCF is now embarking on the development trajectory which focuses on developing the MKCF Monitoring and Evaluation (M&E) framework to keep track of the progress and results of the regional projects funded under the MKCF through a cloud-based MKCF M&E system that integrates the management of MKCF projects and grants. This system will encompass the MKCF project cycle, including project initiation and implementation with real-time progress tracking of various projects and grants, all within a unified framework.



Achievement:

The virtual workshop participated by 30 PIAs on April 2nd, 2024 aimed to introduce the M&E framework at the regional level to enhance the alignment of the MKCF-funded projects with the priority sectors of Mekong-Korea Cooperation Plan of Action. With this Regional M&E Framework in place, it served to contribute to the overall MKCF project implementation so that they would:

1. Be justifiable in the regional context. Clarified intervention logic/rational sequence of outputs, outcomes, and impacts of the MKCF Regional M&E Framework
2. Be clarified of its regional indicators, data collection, and the risk management strategies of the regional framework
3. Be insightful towards feedback from the MKCF stakeholders on the MKCF Regional M&E Framework



Activity B.2. Training on Projects Monitoring and Evaluation - Completed

Objective:

This training will follow on from the first year's training by reviewing planning and implementing effective monitoring and evaluation missions or assignments, especially on projects which have transnational or sub-regional/transboundary implications.



Achievement:

Regional Project Monitoring and Evaluation Training was conducted on April 22-26, 2024 - an important milestone of the project 'Capacity Building for Regional Project Management of MKCF projects. A total of 30 participants (PIAs) from Cambodia, Lao PDR, Myanmar, Vietnam and the Republic of Korea were trained. The training workshop enhanced the technical aspects for the Project Implementing Agencies (PIAs) in conducting project monitoring and evaluation, linking their projects to a higher / regional level, and presenting lessons learned, impacts, success stories, strategies to sustain their respective projects, and recommendations to relevant key stakeholders. This Training Workshop on Regional Monitoring and Evaluation (M&E) is a recurring activity, with the first training held in 2023 and subsequently in 2024. The previous focus was on equipping the participants with general knowledge of Monitoring and Evaluation in line with MKCF requirements, the latter focuses on regional aspects, especially on projects that have transnational or sub-regional/ transboundary implications that will align with the Mekong-Korea Cooperation Plan of Action.

Activity A.3. Web-Cloud-based Monitoring and Evaluation Systems (Carried over from Year 1) – On Progress

Objective: A web-cloud-based monitoring and evaluation (M&E) system will be designed and developed. The online M&E system will support program implementation with accurate, evidence-based reporting, and improve program performance.

Achievement:

Web-Cloud-based Monitoring and Evaluation (M&E) Systems development – Carried over activity from Year 1: More effort was poured into this activity as the web-cloud-based monitoring and evaluation (M&E) system development is still underway. In Year 2, given the complexity of the regional nature of the system, PRIME Project team worked closely with the selected INDEV developer to build the foundation of the M&E system starting the page design, functionality, and interlinkages of the project-level indicators to the regional MKCF

Project framework thus intertwining the respective project outputs, outcomes and impacts to contribute and to reflect the Mekong-ROK Plan of Actions to support MKCF project implementation with accurate, evidence-based reporting, and improved project performance contributing to organizational learning and knowledge sharing, upholding accountability and compliance as per MKCF requirements. With this, PIAs access, analyze, process, and convert data into useful information using various search, sort, filter, and rank queries accessible both on local intranet and internet system.

In this reporting period, the system development remains a work in progress with a focus on finalizing the analytics dashboard. Regular progress updates and milestone reviews were conducted to track progress and address any issues. Comprehensive testing, including performance testing and security audits, is to be conducted to ensure the robustness and reliability of the system. Remaining PIA training sessions are to be conducted to ensure all users are proficient in system usage. Additional support materials, such as FAQs and troubleshooting guides, are to be provided to assist users post-implementation. Ongoing user support mechanisms, including helpdesk support and user forums, are to be established to address any queries or issues encountered during system usage in Year 2, and Year 3 of the PRIME Project.

Activity B.3. Structured Learning Visit – Scheduled in Quarter 3 of 2024

Objectives:

1. The SLV is designed to provide participants with knowledge of regional projects in the seven priority sectors and to offer participants opportunities to expand their overview of current cross-cutting regional-level project interventions.
2. Enhance understanding of regional issues to design and implement cooperation projects in promoting development cooperation, in the Mekong region and RoK at such fostering participants' knowledge and understanding of relevant outstanding regional issues, initiating new ideas for future project formulation, management, coordination, monitoring and evaluation towards successful project implementation.
3. Observe and gain experience on successful projects by major international/regional agencies, document impacts and lessons learned on projects supported under various cooperation programs for future project formulation.
4. Establish a collaborative network for sector-wise partnerships among line ministry officials to contribute to regional integration, cooperation and development.

Expected outcomes:

1. Strengthen comprehensive understanding of cross-cutting regional projects through direct engagement with project management teams and beneficiaries. This includes exploring project management mechanisms, planning, implementation, impact, challenges, and best practices.
2. Create concrete takeaways/ action plans to apply newfound knowledge and insights to current project implementation, initiating new project ideas and design, ensuring the SLV experience directly translates into improved practices.
3. Cultivate a shared commitment to regional cooperation through an improved understanding of regional issues, project management mechanisms and implementation, thus contributing to integration, cooperation and development among

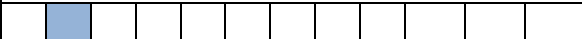
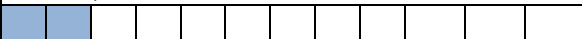
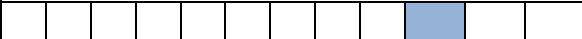
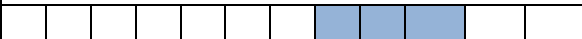
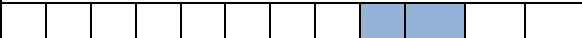


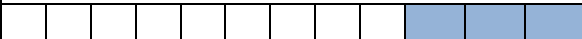




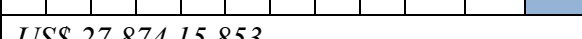

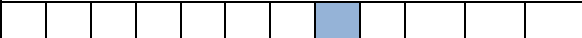
- Mekong countries and the RoK.
4. Replicate the learning in the country situation and well equipped to design regional projects.

Note: This activity is scheduled for Quarter 4 of 2024

Activity B.4. MKCF Roundtable Meeting – Scheduled in Quarter 3 of 2024

Objectives of the MKCF Round-Table Meeting

- 1. To share best practices and lessons learned and evaluate project achievements of MKCF Project.**
 - Participants will exchange successful strategies and experiences gained during project implementation. This knowledge sharing will enable all parties to learn from each other and adopt proven methods in future projects.
- 2. To identify problems, challenges, and other issues related to project implementation**
 - The meeting will also address any difficulties (country and sector-specific) encountered during project implementation. Identifying these challenges is crucial for developing solutions and improving the overall efficiency and effectiveness of future initiatives.
 - Each sector could work on the following (in a Breakout session/ workshop):
 1. Challenges Report: A comprehensive report identifying key challenges and issues faced during project implementation.
 2. Risk Mitigation Strategies: Development of strategies and plans to mitigate risks and address barriers to successful implementation.
- 3. To discuss ways forward on utilizing the project results for replication, upscaling, and integration into national development strategies**
 - The Regional meeting will explore opportunities for scaling up successful projects and integrating their outcomes into broader national policies. This discussion aims to maximize the impact of MKCF projects on regional and national development also to present the project to relevant stakeholders to ensure sustainability strategy at the aftermath of the project. By co-creating:
 1. Strategic Roadmap: Creation of a strategic roadmap for replicating and scaling successful project elements.
 2. Integration Plans: Formulation of actionable plans for integrating project outcomes into national and regional policies.
- 4. To build cooperation and coordination among the MKCF project PIAs and stakeholders**
 - The meeting aims to strengthen the collaboration between Project Implementing Agencies (PIAs) and stakeholders on how best to deliver multi-sectoral and/or regional projects. Enhanced cooperation and coordination will ensure more effective project execution and foster a more unified approach to regional challenges.

Output 1. Conducted one Inception Workshop	
	
<i>A1. Project Inception Workshop</i>	US\$ 1,070
	
Output 2. Designed and delivered three Trainings on Regional Projects Identification	
	
<i>A2. Training on Regional Projects Identification (Year 1)</i>	US\$ 68,202 62,838
	
Output 3. Developed and launched Web-Cloud based Project Monitoring and Evaluation (M&E)	
	
<i>A3. Web-Cloud based Projects Monitoring and Evaluation (M&E) System Development</i>	US\$ 65,270 58,341
	
Output 4. Designed and delivered Training on Project Monitoring and Evaluation (M&E)	
	
<i>A4. Training on Project Monitoring and Evaluation (M&E) (Year 1)</i>	US\$ 68,041 57,791
	
Output 5. Conducted Structured Learning Visit (SLV) cum Evaluation Workshop in Mekong countries	
	
<i>A5. Structured Learning Visit (SLV) cum Evaluation Workshop in Thailand</i>	US\$ 33,866 31,166
	
Output 6. Conducted MKCF Roundtable Meetings	
	
<i>A6. MKCF Roundtable Meeting (Year 1)</i>	US\$ 28,815 21,841
	
Output 7. Developed MKCF web-based Platform and Conducted Social Media Campaign	
	
<i>MKCF web-based Platform Design and Social Media Campaign - development</i>	US\$ 27,874 15,853
	
Activity	Year 2
	1 2 3 4 5 6 7 8 9 10 11 12
Output 2. Designed and delivered three Trainings on Regional Projects Identification	
	

<i>B1. Training on Regional Projects Identification (Year 2)</i>	<i>US\$ 67,881 47,553</i>
Output 3. Developed and launched Web-Cloud based Project Monitoring and Evaluation (M&E)	
<i>A3. Web-Cloud based Projects Monitoring and Evaluation (M&E) System Development</i>	<i>US\$ 65,270 58,340</i>
Output 4. Designed and delivered Training on Project Monitoring and Evaluation (M&E)	
<i>B2. Training on Project Monitoring and Evaluation (M&E) (Year 2)</i>	<i>US\$ 67,881 63,938</i>
Output 5. Conducted Structured Learning Visit (SLV) cum Evaluation Workshop in Mekong countries	
<i>B3. Structured Learning Visit (SLV) cum Evaluation Workshop in Cambodia</i>	<i>US\$ 33,866 44,378</i>
Output 6. Conducted MKCF Roundtable Meetings	
<i>B4. MKCF Roundtable Meeting (Year 2)</i>	<i>US\$ 28,922 65,114</i>
Output 7. Developed MKCF web-based Platform and Conducted Social Media Campaign	
<i>B5. MKCF web-based Platform Design and Social Media Campaign - update</i>	<i>US\$ 28,409 30,709</i>

(2) Mid-term Financial report

excel file will be provided.



A19 6th MKCF MI -
Budget Revision Vers