

Lessons Learned Template

29 April 2020



Authors

Emilie Vansant¹, Enrico Bonaiuti¹, Jeffrey Alwang²

Prepared by

¹International Center for Agricultural Research in the Dry Areas (ICARDA), ²Virginia Tech (VT).

Suggested citation

Emilie Vansant, Enrico Bonaiuti, Jeffrey Alwang. (29/4/2020). Lessons Learned Template. International Center for Agricultural Research in the Dry Areas (ICARDA): Beirut, Lebanon.

Keywords

Lessons Learned, Impact Assessment, Knowledge, Knowledge Management, Management, KM, Knowledge Sharing, Sharing, Knowledge Creation, Creation, Knowledge Storage, Storage, Knowledge Curation, Curation, Knowledge Sharing, Information, Data, Data Curation, Capacity Development, Capacity, Development, Research for Development, R4D.

Type: Report

A report is a separately published record of research findings, research still in progress, policy developments and events, or other technical findings, usually bearing a report number and sometimes a grant number assigned by the funding agency. Also, an official record of the activities of a committee or corporate entity, the proceedings of a government body, or an investigation by an agency, whether published or private, usually archived or submitted to a higher authority, voluntarily or under mandate. In a more general sense, any formal account of facts or information related to a specific event or phenomenon, sometimes given at regular intervals. Source: [COAR](#)

Disclaimer

This document is licensed for use under the Creative Commons Attribution 4.0 Unported Licence. To view this licence, visit <http://creativecommons.org/licenses/by-nc-sa/4.0/>



ATTRIBUTION. The work must be attributed, but not in any way that suggests endorsement by the publisher or the author(s).

Documentation of Lessons Learned

1. Background

Title		
Project Name		
Location/Country		
Name of reporting staff		
E-mail of reporting staff		
Date reported		
Lesson category	<input type="checkbox"/> Research-based (periodic)	<input type="checkbox"/> Operational (routine)
Keywords		

2. Description of Lesson(s) Learned

Describe the nature of the lessons learned, including positive and negative aspects (e.g. what went well, what went wrong, what was lacking). In doing so, identify relevant areas where the lesson may have contributed to the project, such as:

- 1) key changes in knowledge, skills, practices, behaviors, attitudes, policies and/or investments that emerged as a result of research conducted in the framework of the project(s) and relatable institutions;
- 2) improvement of business practices and research for development practices (e.g. farming practices, policies, investments, attitudes);
- 3) key steps along the project impact pathway/theory of change, especially those related to scaling the project results to a wider audience;
- 4) key achievements in relation to research and development outcomes as well as to impacts;
- 5) overall project performance and its strategies for implementation;
- 6) the project's impact on indirect beneficiaries.

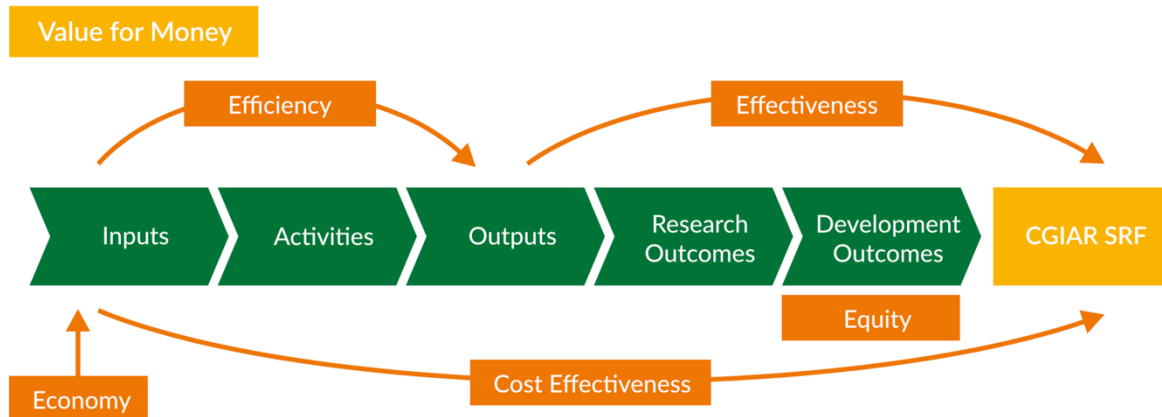
3. Context

Describe the context of the lesson(s) learned focusing on:

- 1) Does the lesson(s) learned depends on context?
- 2) What happens to the lesson(s) when the context changes?
- 3) What are the underlying conditions that make a lesson generalizable?

4. Mapping to Value for Money (VFM) Framework

Lessons Learned are to be mapped to the ICARDA's Value for Money Framework¹, shown below, based on how the knowledge contributes to improving the project's organizational efficiency and cost effectiveness.



The criteria to be considered are defined as follows:

Economy: The cost of inputs used for an activity, with regard to maintaining quality.

Efficiency: The extent to which an intervention converted input into outputs by increasing output for a given input, or minimizing input for a given output, with a regard for maintaining quality.

Effectiveness: The extent to which expected outcomes are achieved through the outputs obtained from an intervention.

Equity: The extent to which development outcomes have included the poorest, have reached the most vulnerable and have been gender-sensitive and youth oriented.

4.1 Mapping the Lesson Learned

Describe how the lesson learned economically contributes to the project, and in doing so specify the following:

- 1) **Funding source:** describe the source of project funding (including overhead) that benefits from the application of the lesson learned.
- 2) **Additional funds:** describe in-kind and in-cash contributions provided to the project including previous investment that support the overall generation of value.
- 3) **Value:** Specify how the lesson learned will manifest economic impact in the form of, for example, reduced cost of production, increased incomes, etc.
- 4) **Justification:** Explain how the lesson learned increases the VFM of project inputs and thereby contributes to the achievement of the project's long-term goals.

¹ ICARDA Strategic Plan 2017-2026, adapted from the Department for International Development, 2011 and Jackson, P. 2012. Value for Money and International Development: Deconstructing Myths to Promote a More Constructive Discussion. Organisation for Economic Co-operation and Development.

5. Recommendations

- 1) If the project is ongoing, what corrective measures would you recommend for future enhancement of the project strategy? If the project is finished, what recommendations do you have for future cooperation with implementing partners?
- 2) Based on the positive and negative aspects of this lesson learned (what went well, what went wrong), what recommendations would you make for similar projects?
- 3) In response to the lesson learned, what types of knowledge products or practical tools can be developed for the enhancement of the project and/or future projects?