

# iCARE Innovation Fund

## Satellite and AI-Driven Climate Resilience Tool for Bhutan

### Monthly Progress Report

Prepared by Geoneon

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# 1. Project Information

<b>Project Title:</b>	Satellite and AI-Driven Climate Resilience Tool for Bhutan
<b>Project Code:</b>	A-05177-.....
<b>Partner Organisation:</b>	<a href="#">Department of Disaster Management</a>
<b>Reporting Period:</b>	1 <sup>st</sup> of February 2024-29 February 2024
<b>Date of Submission:</b>	05/03/2024
<b>Contact Name:</b>	<a href="#">Roxane Bandini-Maeder</a>
<b>Contact Position:</b>	CEO
<b>Contact Email Address:</b>	roxane@geoneon.com
<b>Contact Telephone Number:</b>	+61417052557
<b>Status of project progress in this reporting period</b>	<input type="checkbox"/> Significant delay <input checked="" type="checkbox"/> Delay <input type="checkbox"/> On Track
<b>Report sign Off</b>	<input checked="" type="checkbox"/> I have reviewed all the information provided for each section including number of beneficiaries. The information provided for each section of the report is complete.  Name: Roxane Bandini-Maeder      Designation: CEO

## 2. Key Achievements

### 1. Finalisation of Recruitment for Project Manager Consultant in Bhutan:

- Geoneon successfully completed the open-market recruitment process for a Project Manager consultant position in Bhutan, with the call published on Prevention Web and LinkedIn. Of the 17 applications received, 13 met the eligibility criteria and were thoroughly reviewed. Following this, three candidates were shortlisted and interviewed. The most suitable candidate has been selected, with the contract preparation underway and signing anticipated in the first week of March.
- The selection criteria encompassed: a Bachelor's Degree or higher, experience in project coordination, stakeholder engagement, development, disaster risk reduction, climate resilience, and skills in meeting facilitation and communication.

2. **Progress in Stakeholder Mapping Activity:** progress has been achieved in stakeholder mapping. This activity is expected to be further streamlined with the on-site project manager's involvement, aiming for completion by March 11th, a revision from the initial February 29th deadline.

3. **Progress in Stakeholder Engagement Activity:** The stakeholder engagement plan has made considerable progress, with completion targeted by the end of March. Discussions have been conducted regarding the hazards to be incorporated into the open-source tool, with a particular focus on forest fire hazards, in collaboration with subject matter experts.

4. **Progress in Tool Design:** Advancements in the project's tool development have been achieved, with preliminary decisions made regarding its functionality, open-source capability, architecture, scales, and data input. A brochure outlining these developments has been drafted for stakeholder dissemination and is expected to be finalised in the first week of March.

### 3. Implementation Progress

Activity Title	Last Month Progress	Current Month Progress	Activities, and Events, planned for the subsequent month
Consultation between DDM and Geoneon to identify Key Stakeholders and engage with them via a letter of Engagement	Initiation of engagement with Local Governance and Disaster Management. Initial planning stage for stakeholder mapping	Initiated stakeholder identification and analysis, reviewing a list of agencies for engagement.	Finalise stakeholder identification and analysis
Development of consultation plan, feedback form, execution of beneficiaries consultation workshops and report outlining findings and data analysis of gender diversity attendance.	Not started	Engaged with the Department of Local Governance and Disaster Management. Initiated Stakeholder Engagement Plan Document. Commenced planning for stakeholder engagement activities.	Finalise consultation plan Conduct Stakeholder Engagement workshops
Source existing data and analysis of data gaps and pipeline development.	Preliminary phase of brainstorming for tool design.	Finalised decisions on the tool's functionality, open-source capability, architecture, scales, and data input. Produced brochures detailing the tool's functionality. Engaged with a Subject Matter Expert in Forest Fire management.	Advance the design of the tool. Finalise and disseminate the brochure. Undertake presentations of the tool's functionality to stakeholders for co-design purposes through stakeholder engagement workshops.
Material Creation and Design	Not started	Not started	Non-Applicable
Collecting feedback	Not started	Not started	Non-Applicable
Development of consultation plan, feedback form, interviews, teaching material, execution of capacity enhancement workshops and report	Not started	Not started	Non-Applicable

outlining findings and data analysis of gender diversity attendance			
Finalisation of tool	Not started	Not started	Non-Applicable
Recommendation report	Not started	Not started	Non-Applicable

## 4. Results Framework Indicators Progress

<b>PDO 1 Indicator Description:</b> Government agencies and Citizens who have access to climate-resilient solutions tested or access to the results of the climate resilient solutions under the project (Number)				
	Baseline	Actual (Previous)	Actual (Current)	End Target
Government Agencies	0	N/A	0	5
Male citizen	0	N/A	0	1000
Female citizen	0	N/A	0	1000
Date		31 Jan 2024	31 Jan 2024	
Comments	This will be reflected at the end of project			
<b>PDO 2 Indicator Description:</b> Number of people trained online prior testing test				
	Baseline	Actual (Previous)	Actual (Current)	End Target
Participants	0	N/A	0	4
Male including in participants	0	N/A	0	2
Female including in participants	0	N/A	0	2
Date		31 Jan 2024	31 Jan 2024	
Comments	This will be reflected at beginning of phase 2			
<b>PDO 3 Indicator Description:</b> Number of trained users, disaggregated by gender				
	Baseline	Actual (Previous)	Actual (Current)	End Target
Participants	0	N/A	0	10
Female including in participants	0	N/A	0	>30%
Date		31 Jan 2024	31 Jan 2024	
Comments	This will be reflected at beginning of phase 3			
<b>PDO 4 Indicator Description:</b> Number of knowledge products provided (by type of product, theme, country)				
	Baseline	Actual (Previous)	Actual (Current)	End Target
Products	0	N/A	0	5
Date		31 Jan 2024	31 Jan 2024	

Comments	5 which includes: open-source Geospatial Tool; Beneficiaries Engagement Workshops and Finding Reports; Training Material for the Open-Source Geospatial Tool; Capacity Enhancement workshop; and Recommendation Report.			
<b>PDO 5 Indicator Description:</b> Number of people provided with knowledge products (by recipient category, type of knowledge product, country, theme)				
	<b>Baseline</b>	<b>Actual (Previous)</b>	<b>Actual (Current)</b>	<b>End Target</b>
Participants of beneficiaries engagement workshop	0	N/A		20
Number of user manual user	0	N/A		10
Number of recommendation report reader	0	N/A		10
Date		31 Jan 2024	29 Feb 2024	
Comments				
<b>PDO 6 Indicator Description:</b> Number of events supported (by type, year, theme, country)				
	<b>Baseline</b>	<b>Actual (Previous)</b>	<b>Actual (Current)</b>	<b>End Target</b>
Facebook and LinkedIn Posts	0	1	3	6
Press release	0	1	1	2
Stakeholder engagement workshop	0	N/A	0	2
Conferences	0	N/A	0	1
Date		31 Jan 2024	29 Feb 2024	
Comments	<a href="#">LinkedIn Post</a> <a href="#">Press Release</a>			
<b>PDO 7 Indicator Description:</b> Number of people participating in supported events (by participant category, sex, year, theme, country)				
	<b>Baseline</b>	<b>Actual (Previous)</b>	<b>Actual (Current)</b>	<b>End Target</b>
Reactions of Facebook and LinkedIn Posts	0	52 reactions 5 comments 4 reposts	54 reactions 5 comments 4 reposts 5 reactions 1 repost 9 reactions 1 repost	20

News agency of press release	0	N/A	0	1
Participants of stakeholder engagement workshop	0	N/A	0	20
Participants of conferences	0	N/A		20
Date		31 Jan 2024	29 Feb 2024	
Comments				
<b>Outcome 1 Indicator Description:</b> Enhanced stakeholder engagement and Needs Identification				
Number of stakeholders engaged	0	N/A	0	10
Hazards identification	0	N/A	0	3
Indicators identification	0	N/A	0	2
Critical infrastructure types identification	0	N/A	0	3
Date		31 Jan 2024	29 Feb 2024	
Comments	This will be better reflected at the end of phase 1.			
<b>Output 1.1 Indicator Description:</b> Number and diversity of stakeholders engaged				
Number of government officials engaged	0	N/A	0	10
Female including in the government officials engaged	0	N/A	0	>30%
Date		31 Jan 2024	29 Feb 2024	
Comments	This will be reflected at the end of phase 1.			
<b>Outcome 2 Indicator Description:</b> Number of geospatial tool which is functional and ready to be tested				
Functional tools	0	N/A	0	1
Relevant hazards	0	N/A	0	3
Relevant infrastructures	0	N/A	0	3
Date		31 Jan 2024	29 Feb 2024	
Comments	This will be reflected at the end of phase 2.			
<b>Output 2.1 Indicator Description:</b> Number of people accessing the first open-source tool				
Number of people accessing	0	N/A	0	4
Date		31 Jan 2024	29 Feb 2024	
Comments	It will be reflected at the beginning of Phase 3.			
<b>Output 2.2 Indicator Description:</b> Number of people with training manual delivered				



Number of people delivered	0	N/A	0	4
Date		31 Jan 2024	29 Feb 2024	
Comments	It will be reflected at the end of Phase 2.			
<b>Outcome 3 Indicator Description: Capacity Building and tool testing</b>				
Number of government agencies	0	N/A	0	5
Government officials including in agencies	0	N/A	0	10
Female including in government officials	0	N/A	0	>30%
Number of male citizens accessing the results	0	N/A	0	1000
Number of female citizens accessing the results	0	N/A	0	1000
Date		31 Jan 2024	29 Feb 2024	
Comments	It will be reflected at the end of Phase 3.			
<b>Output 3.1 Indicator Description: Number of people accessing the first open-source tool</b>				
Number of people trained online prior testing test	0	N/A	0	4
Number of people testing the tool	0	N/A	0	4
Date		31 Jan 2024	29 Feb 2024	
Comments	It will be reflected at the beginning of Phase 3.			
<b>Output 3.2 Indicator Description: A trained cohort of stakeholders capable of using and disseminating knowledge about the tool, promoting gender-balanced capacity building in the local context.</b>				
Number of trained users, disaggregated by gender	0	N/A	0	10
Female including trained users	0	N/A	0	>30%
Number of people delivered with knowledge product	0	N/A	0	10
Female including in people delivered	0	N/A	0	>30%
Date		31 Jan 2024	29 Feb 2024	
Comments				
<b>Output 3.3 Indicator Description: Tool refinement based on feedback</b>				
Address relevant feedback	0	N/A	0	>70%
Date		31 Jan 2024	29 Feb 2024	

Comments	It will be reflected at the end of Phase 3.			
<b>Output 3.4 Indicator Description: Number of strategic recommendations made</b>				
Strategic recommendations	0	N/A	0	5
Date		31 Jan 2024	29 Feb 2024	
Comments	It will be reflected at the end of Phase 3.			

## 5. Challenges, Lessons Learned and Way Forward

### Challenges

1. **Engagement with Partner Agency:** Engaging with partner agency has been challenging. Despite scheduling meetings, attendance by partners has been low. Initial investigations suggest this is not due to a lack of interest but rather a scarcity of resources within these agencies.
2. **Promotion of Project:** Although the project's press release achieved significant reach within Geoneon's existing network, extending this reach beyond our immediate network has pre Project We were expecting that ADPC will share the post.
3. **Cash Flow Constraints:** The financial structure, particularly the 10% payment received at contract signature, poses a significant challenge. Despite understanding the fixed payment schedule established during contract negotiations, this arrangement strains the project's financial resources, complicating the management of upfront costs and overall project implementation.

### Lessons Learned

This experience has provided valuable insights into our project management and planning processes. We have learned the importance of:

1. **On-site Project Manager for Effective Stakeholder Engagement:** The presence of an on-site Project Manager who is familiar with the stakeholders will be pivotal for enhancing communication and engagement. This role significantly will facilitate the project's visibility and stakeholder collaboration.
2. **Collaboration with ADPC for Enhanced Project Promotion:** Partnering with the Asian Disaster Preparedness Center (ADPC) and the iCARE Team is essential for amplifying the project's promotion. Their support in reposting and engaging with project-related content can extend our reach and impact.
3. **Dedicated Communication Strategy for Bhutan:** The critical role of a Project Manager in Bhutan emphasises the need for targeted outreach within the country. We are considering the appointment of a communication specialist dedicated to this region to increase our engagement and promotion efforts.
4. **Flexibility and Adaptation:** Our experiences underscore the importance of maintaining flexibility and the capacity to adapt to unforeseen challenges. This adaptability is crucial for navigating the complexities of project management effectively.
5. **Seek Flexible Payment Terms:** During contract negotiations, advocate for payment schedules that better align with project expenditure patterns.

### Way Forward

Building on the insights gained, our strategy for the forthcoming period will focus on enhancing stakeholder engagement, communication, and project visibility through several key initiatives:

1. **On-Site Project Manager Engagement:** We will ensure the engagement of an on-site Project Manager who possesses extensive knowledge of government agencies and a proven track record in stakeholder engagement. This will facilitate more effective communication and collaboration with key stakeholders.

2. **Tool Functionality Brochure:** The brochure detailing the tool's functionality will play a crucial role in presenting the project and its tools to stakeholders. It will act as a foundational element for co-design sessions, enabling stakeholders to fully understand and contribute to the tool's development.
3. **Stakeholder List:** A more detailed and consolidated list of stakeholders will be developed. This action aims to enhance the efficiency and effectiveness of our engagement by ensuring all relevant parties are included and actively involved.
4. **Stakeholder Engagement Plan:** Leveraging our lessons learned, we will formulate an advanced stakeholder engagement plan. This strategy will feature a more nuanced approach to stakeholder communication and participation, emphasizing face-to-face interactions facilitated by the Project Manager to deepen stakeholder involvement and support.
5. **Local Media Engagement:** To increase project visibility and outreach, we plan to actively engage with local media. This approach will help promote the project on-site and amplify our impact within the community.

**Additional Comments:**

- **Project Delay:** The project has experienced a slight delay, currently one week behind schedule. However, we anticipate recuperating this delay by the end of the current month. It is important to note that the impact of this delay has been mitigated, considering the project's start was already postponed by several months due to administrative reasons. This context helps in understanding the delay's relative significance and our capacity to adjust timelines accordingly.
- **Social Media Outreach:** The two additional social media posts were specifically aimed at supporting the recruitment of the project manager. While these posts were not expected to achieve wide reach, they fulfilled their intended purpose.

## **Annexures:**

Not Applicable for this reporting period

# Glossary

<b>Project Title</b>	means	Exact and full name of the project as defined in the Sub Grant Agreement
<b>Project Code</b>	means	A five-digit code assigned by ADPC
<b>Partner Organization</b>	means	The lead agency(ies) responsible for the implementation of the project
<b>Key Achievements</b>	means	The actual outcome or impact of your work, such as reaching a PDO, or outcome or output defined in the final and agreed Results Framework.
<b>Implementation Progress</b>	means	Implementation progress means the steps or actions taken to achieve the PDO or outcomes or outputs. In this case it would be the list of activities defined in the final and approved work plan
<b>Challenges</b>	means	The most significant and persistent areas of risk that affect the project's ability to achieve its objectives. Challenges could be related to managing the Sub Grant, sustaining development gains, coordinating with stakeholders, and implementing core management functions. Please also discuss the solutions to mitigate these risks.
<b>Lessons Learned</b>	means	Lessons learned are contextual or operational information that may affect planning and future performance. They highlight the insights gained from the activity's implementation practices and progress, such as staff feedback, stakeholder interviews, data analysis, and success stories. They also include any changes required by or support requested from ADPC or partners.



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