# VIETNAM MEKONG CLIMATE ADAPTATION PARTNERSHIPS: SIX-MONTHLY PROGRESS UPDATE TEMPLATE

This progress update should be uploaded in **SmartyGrants** along with the **financial report** and Results Worksheet in the Impact Reporting Template (Excel doc).   
  
For guidance on BPP reporting, please see <https://thebpp.com.au/guide-to-partnership/section-eight-reporting-on-your-partnership/>

Password: BPPClimateAdaptation (case sensitive).

The intent of the six-monthly progress update is to provide a format for key successes and challenges to be reflected on and shared by all partners. This process should serve the partnership so that adjustments can be made as needed, and the BPP team can best support BPP partnerships. These issues will be discussed in regular check-ins as agreed in your Ways of Working session.

**This progress update does not need to be extensive, 2-5 pages of bullets or concise text should be sufficient.** The prompts in the template may not apply to all initiatives so please include information of most relevance to your partnership. The instructions and prompts in italics can be deleted in your report.

## Key Information

* BPP partnership number
* Initiative title
* Reporting period covered

## Progress Overview (approximately half page)

*What activities occurred in this reporting period?*

*What were the key achievements of the BPP partnership in the prior 6 months? Any major challenges you are facing? What are the critical priorities for the next 6 months?*

*Are there any adjustments needed to your BPP partnership? If yes, please describe and indicate whether they would impact the business model, work plan, impact measurement plan and/or budgets?*

## Climate Adaptation Outcomes

*How are your activities progressing towards their climate adaptation outcomes?*

*Are there any hurdles currently being faced in reaching those outcomes? What are you doing to respond to these challenges?*

*Are there any aspects of the project that are proving to have different climate adaptation outcomes than first thought?*

## Gender Equity, Disability and Social Inclusion Outcomes

* *How are you progressing towards your gender equity, disability and social inclusion outcomes?*
* *Are there any hurdles to reaching these outcomes?*
* *Have you designed or made any interventions or implemented any strategies in the reporting period to help you achieve these outcomes?*
* *Are there any barriers or concerns in achieving your impact targets for women and marginalised populations?*
* *Are there any achievements you are particularly proud of in terms of advancing gender equality and social inclusion?*

## Social Co-Benefits

*The Impact Measurement Plan includes your targets and is where results data and evidence is recorded. Information in the progress update is intended to be supplemental as needed, and may include:*

* *Any early signs that your activities are contributing to your planned short, medium or long term social co-benefits? Any unanticipated benefits or emerging risks you are seeing in addition to what is captured in the impact measurement plan?*
* *Are you experiencing any challenges in collecting data and/or sex-disaggregating data to record social co-benefits? If so, how are you managing these?*
* *Are you seeing any unanticipated benefits to your target groups?*
* *Are there any qualitative insights to add to your Impact Measurement Plan data?*

## Catalytic Impact

* *Have there been any achievements in securing funding or investment in the project/business?*
* *Are there any hurdles to achieving funding?*
* *Is there any sign of others adopting the model or other unintended positive impacts?*

## Risks

* *What are the key risks impeding the project (can attach the risk tables from the Ways of Working with updates)*
* *What key actions have you taken in the last six months to address risks?*

## Partnership Ways of Working

* *Are there any key partnership relationship or governance developments or challenges in the last six months?*
* *Are the agreed Ways of Working continuing to serve the partnership, or are there any adjustments needed?*

## BPP Learning

Are there any key learnings from your partnership in the last six months towards the key BPP learning questions?

1. *What is the private sector incentive to invest in climate adaptation? This could be farmers, service providers, off takers/processors, financial institutions, and investors.*
2. *How can the private sector best engage women, people with disabilities, and other vulnerable groups in climate adaptation?*
3. *How can technology support climate adaptation in the agricultural sector?*

*Are there other key learnings not covered in the above questions?*

## BPP support

* *Do you have any feedback for BPP you would like to share? Areas where additional guidance would be helpful?*
* *Are there any areas where you would like additional BPP support?*

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*Thank you for completing.*