General Instructions:

This instrument will be used for key informant interviews with implementing partner institutions. The evaluation team will conduct the KII via ZOOM.

Before starting the KII, facilitators are requested to send a copy of the INFORMED CONSENT FORM (Refer to Annex C) to the participants and verbally seek the respondents' consent. Upon confirmation of intent to participate, ask the participants to attach their electronic signature and send back the completed form. Do not start without the completed form.

Except when internet connectivity is a problem, please request participants to turn on their cameras for recording purposes. At the minimum, the cameras should be turned on: at the beginning, end, and when the participants speak. Turning cameras on will verify the speaker.

As a reminder, participants should mute themselves while someone is talking.

OPENING

Good morning/afternoon. Thank you for joining us today. Your participation is essential to determine the extent of achievement on the outputs and outcomes of SURGE.

I am Dr. Nic Agustin. We are external evaluators supporting the Panagora Group in the conduct of the evaluation on SURGE. Dr. Ginny Santiago, Mr. Nick Baoy, and Mr. Senen Dizon will be joining us.

We will be recording our session. You will need to accept the recording before you are allowed to continue. We will now begin recording.

May I clarify at this point if you have submitted a signed Informed Consent Form and retained a signed copy? If not, may I request you to exit the session and e-mail us your signed consent form? You may re-enter once we receive the form.

I wish to reiterate that your participation in this KII is voluntary, and you may opt out. You do not have to answer all the questions if you do not wish to. Should you opt-out, we will strike from our records all statements made by you.

For those who will continue with us, we wish to assure you that our conversation will remain confidential and will be discussed only within the research team led by Ramon Noriel Sicad of the CLAimDev team. Should we use any of the statements you made in our report, we will seek prior approval to do so. You may then inform us whether you would like the information stricken or included in the report and whether or not you would like the information to be attributed to you.

Our KII for today should last no more than 90 minutes. Should our conversations be animated, we will interject with time checks.

We ask that you keep your cameras on for documentation purposes. Should you experience connectivity problems, we request that the cameras be turned on at the beginning and end of the session, at least when you speak.

Do you have any questions?

Now that we have addressed all questions, we will now start our session.

Basic Information

Name of Interviewee:

Current organization:

Position/Designation:

Role/participation in the SURGE activity:

KII QUESTIONS

1. Are you familiar with the SURGE activity of the USAID? How did you come to know about it? Are you familiar with International City/County Management Association (ICMA)? How did you come to know of it?

2. Over the last six years (2015-2021), in which SURGE activities/projects was your agency actively involved? (Q2.4.1)

    [Possible answers below]
      - Component 1 Activity examples (Mainstreaming DRR and CCA in local development plans; Training on GHG management planning; Establishing Urban Development Learning Program; Upgrading of water services of water service providers (e.g., water safety planning, NRW management, enhanced billing and collection, water demand management, etc.); Strengthening institutional capacities on sanitation (e.g., septage management, etc.)
      - Component 2 Activity examples (Streamlining/automating business permitting and licensing processes; Streamlining/automating construction permitting processes; Setting up of One-Stop-Shop for BPLS and construction permitting; Training of Local Economic Investment and Promotions Office and Business Support Organizations; etc.)
      - Component 3 Activity examples ((Establishing market linkages between local producers and buyers, e.g., seaweed, cassava; formulating tourism development plans, establishing inter-LGU cooperation, e.g., Panglao Dauis and Tagbilaran Executive Council in Bohol; etc.)

3. In your opinion, what CDI cities derived significant changes, benefits, outcomes, or value-added as a result of the SURGE activities? (Q2.1, Q2.1.1, Q2.2, Q2.2.1, Q2.3, Q2.3.1)

    [Possible answers below]
      - Component 1 Benefit/Outcome examples (Updated risk-sensitive, inclusive CLUPs; enhanced skills of LGU personnel in preparing risk-sensitive, inclusive plans, strengthened capacity of WDs/WSPs for water/sanitation service delivery, etc.)

- Component 2 Benefit/Outcome examples (Improved CMC Index, increase in new business registrations, increase in locally sourced revenues; updated land administration and information management system; etc.)
- Component 3 Benefit/Outcome examples (Increased investments in CDI and peri-urban areas, policy and regulatory reforms in business/construction permitting, improved transport services, e.g., increased cargo movement from GenSan airport, etc.)

4. What key factors facilitated or contributed to the achievement of these changes, benefits, or outcomes? (Q2.1.1.1, Q2.2.1.1, Q2.3.1.1)

5. What key issues/challenges have hindered achieving SURGE activities' intended benefits or outcomes in CDI cities? How did the SURGE project and its implementing partners address these issues/challenges? ((Q2.1.1.1, Q2.1.1.2 Q2.2.1.1, Q2.2.1.2, Q2.3.1.1, Q2.3.1.2)

6. How relevant or responsive were the SURGE activities/interventions addressing the national development priorities outlined in the PDP, 2017-2022, National Spatial Strategy (relevant to NEDA/HLURB), regional development plans (relevant to NEDA)? How can SURGE activities/interventions be improved to enhance its responsiveness to national/regional development priorities? (Q1.3.1, Q1.3.1.1)

7. How relevant or responsive was the SURGE in promoting international development commitments? To what extent has SURGE contributed to SDGs, Paris Agreement, etc.? (Q1.1.1, Q1.1.2.1)

8. Are you aware of the sustainability mechanisms or exit strategies that were put in place by the SURGE project to ensure that the SURGE initiatives and gains in CDI cities will continue after project completion in December 2021? Was your agency involved in formulating these mechanisms or strategies? (Q3.2, Q3.2.1) Q3.1.2)

9. How do you assess the CDI cities' current technical, institutional, and financial capacity to sustain or ensure the continuity of SURGE initiatives/activities? (Q3.1.1)

10. Was your agency involved in formulating policies to ensure continuity of SURGE activities/initiatives in CDI cities? Do you think these policies are adequate for CDI cities to take ownership and continue/expand the SURGE initiatives? (Q3.1.2, Q3.1.1.1)

11. What key lessons have you learned from implementing SURGE in CDI cities? Which of the SURGE interventions, practices, and approaches worked well and should be continued or expanded by similar projects in the future? What were the facilitating factors? (Q2.9, Q2.9.1, Q2.9.1.2, Q2.9.2)

12. Which interventions, practices, or approaches did not work? What were the hindering factors? (Q2.9, Q2.9.1, Q2.9.1.2, Q2.9.2)

13. If SURGE could be re-designed or implemented differently, what changes or modifications would you propose to improve the effectiveness of the SURGE interventions in CDI cities?

CLOSING

We wish to thank you for your active participation in this KII. We appreciate the time you have taken to be with us today to contribute to an honest evaluation of the interventions concerning the SURGE activity. We have learned a lot from our session.

We wish to remind you that our session today will be held in the strictest confidence. We will contact you in the future should we use any of the statements you made in our report.

Continue to keep safe. Mabuhay ang Pilipinas.

We will now end the recording.