**GOOD PRACTICE TEMPLATE**

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| **Title**[Short title to describe your practice] |
| **Date**[Month and year when filling this form] | **Authors**[Name, organization, email] |
| **Element** |  **Guiding questions** |
| **Geographical coverage** | * In which country, region, province and/or district the good practice has been implemented and replicated? (map, if available)
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| **Actors and Stakeholders** | * Who are the financial partners?
* Who are the implementing partners?
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| **Target beneficiaries** | * Who are the target beneficiaries (direct, indirect) of the practice? How many are they? (sex and/or age disaggregated data).
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| **Context** | * What was the initial situation/ specific context?
* What are the specific challenges the practice is trying to address?
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| **Objective** | * What is the aim/objective of the good practice?
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| **Methodological approach** | * Describe the methodological approachstep-by-step so that it can be easily understood and replicated by others (the different practical steps can be listed as bullet points, if relevant)
* Specify time frame and implementation cost, if available
* Describe how the approach has been participatory and gender inclusive
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| **Results** | * What are the results/ outputs of this practice?
* This section reflects the level of evidence of your practice, so results should be presented clearly and supported by data (with sources and dates).
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| **Impact** | * What is the impact (positive and negative) of this practice on the beneficiaries (men and women)? How was it monitored and evaluated?
* How beneficiaries’ livelihoods have been improved economically? Socially? Environmentally?
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| **Success factors** | * What are the conditions (institutional, economic, social and environmental) needed for the practice to be successful?
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|  **Constraints** | * What constraints/challenges were encountered when implementing the practice? How were they addressed?
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| **Sustainability** | * To what extent the practice is sustainable institutionally, socially, economically and environmentally?
* What are the key elements to put in place for the practice to be institutionally, socially, economically and environmentally sustainable?
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| **Replicability and upscaling** | * Has this practice been replicated, in the same context? In different contexts?
* What are the required conditions to replicate and adapt the practice in another context/geographical area?
* What are the required conditions to replicate the practice at a larger scale (national, regional, international)?
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| **Testimony** | * Collect stakeholders’ testimony and use this anecdotal evidence of a man or a woman to show the benefit of the practice (with name and dates).
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| **Related resources**  | * List of references about the practice (Training manuals, guidelines, pictures, video, websites, etc.)
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| **Contact details** | * Person to be contacted for more information (name, email).
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