



## W3/Bilateral Project 2025 PRMS Reporting - common fields for all indicator categories

This document provides guidance and information on PRMS reporting data fields, organized by indicator category at both the output and outcome levels, and can be used to support data and information gathering.

### Guidance on integration of W3/Bilateral results into 2025 Technical Reporting

General guidance		<a href="#">Guidance on ensuring quality over quantity</a> <a href="#">Guidance on whether to report outputs or outcomes</a>	
Section (* = Mandatory)	Response	Guidance	Additional references
General information			
*Title	Max. 30 words	Provide a clear, informative name of the output, for a non-specialist reader and without acronyms. Avoid abbreviations or (technical) jargon.  For innovations, varieties or breeds should be described by their generic traits or characteristics (e.g. Drought tolerant and aphid resistant groundnut cultivars).  This is automatically generated for knowledge products.	<a href="#">Guidance on titles and descriptions</a>
*Description	Max. 150 words	Ensure the description is understandable for a non-specialist reader. Avoid acronyms and technical jargon. Avoid repetition of the title.  Varieties or breeds should be described by their generic traits or characteristics (e.g. Drought tolerant and aphid resistant groundnut cultivars).  This is automatically generated for knowledge products.	
Internal contributors and theory of change			
*Contributors			
Contributing Programs and Accelerators	Select from a dropdown list	Include those Programs and Accelerations that made a significant contribution to the achievement of the result. This could take many forms and the threshold for inclusion is that the result would not have been achieved or reported in its current form without their support.	
Contributing CGIAR Centers	Select from a dropdown list	CG Center that you collaborated with or are currently collaborating with to generate this result.	
Contributing non-pooled projects	Select from a dropdown list	If you cannot find the project you are looking for, request to have it added to the list.	
*Does this result align with the Program/Accelerator Theory of Change?	Yes/No	If yes, map the result to the appropriate level of the Program/Accelerator's TOC	
External Partners			
Partners	Select from a dropdown list	In this section you can include additional partners. If you cannot find the partner in the dropdown menu, you can request to have it added to the list. Once approved, it may take up to an hour for the partner to appear in the CLARISA institutions list.	
Geographic location			
*What is the main geographic focus of the output/outcome?	Select the geographic location/s where this result is taking place.  - <b>Global</b> (option to also specify regions and countries) - <b>Regional</b> (select region(s) and option to also specify countries) - <b>Country</b> (select specific countries) - <b>Sub-national</b> (select subnational units) - <b>This is yet to be determined</b>	This should reflect where the output/outcome has taken place/contributed to benefit.  For <b>knowledge products</b> , use the geographic scope pulled from CGSpace – which refers to where the research was conducted or the subject of the paper;  For <b>capacity sharing for development</b> results that are virtual, no selection is necessary. However, if preferred, a selection can be made based on the target location of the output, if applicable. For blended virtual and in-person training, select the geographic location where most of the in-person training took place.	
Evidence			
*Evidence source	Add link/Upload file	Submit a maximum of 6 pieces of evidence. List evidence from most to least important. All links provided should be publicly accessible. All CGIAR publications should be shared using a CGSpace link. Links to SharePoint, One Drive, Google Drive, DropBox, and other file storage platforms are not allowed. If you do not have a CGSpace or other public link available, use the "Upload file" option to upload your evidence to the PRMS repository. For confidential evidence, select "Upload file" and then "No" to indicate that it should not be public.  If you add an evidence link, or indicate that the file being uploaded to the PRMS repository is <b>public</b> : - You confirm that the file is publicly accessible. - You confirm that all intellectual property rights related to the file have been observed. This includes any rights relevant to the document owner's Center affiliation and any specific rights tied to content within the document, such as images. - You agree to the file link being displayed on the CGIAR Results Dashboard.  If you indicate that the file being uploaded to the PRMS repository is <b>NOT public</b> : - You confirm that the file should not be publicly accessible. - The file will not be accessible through the CGIAR Results Dashboard. - The file will be stored in the PRMS repository and will only be accessible by CGIAR staff (e.g. quality assurance assessors) with the repository link. - Documents in the PRMS repository will be view-only and cannot be edited.  Only one piece of evidence is required for each <b>knowledge product</b> result - this is automatically generated based on information (the CGSpace link to the knowledge product) previously entered for the result. For knowledge products, the evidence section only requires an indication of whether the knowledge product is associated with any of the Impact Area relevance tags provided below.  No evidence is required for <b>capacity sharing for development</b> results due to the time/resource burden and potential unresolved General Data Protection Regulation (GDPR) issues. By submitting a capacity sharing for development result it is understood that you have evidence to support the result submission, and that should a sub-sample be required this evidence could be made available.	<a href="#">Additional guidance on how to create an evidence entry.</a>