**Annex 9A: Case study template**

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| **Headline** |
| *[An appropriate headline for the case study]* |
| **Domains of change** |
| *Please mark each domain that is significantly covered within the case study. At least one box should be marked, and as many as appropriate. You should only mark a box if there is reported change, not if it is only expected in the future.* |
| Changes in the **lives** of people facing poverty, marginalisation or vulnerability, and/or the realisation of their rights |  |
| Changes in laws, **policies** and practices that affect people’s rights |  |
| Changes in the **capacity** of organisations and communities to support people’s rights; |  |
| Changes in **partnerships** and collaborations that support people’s rights; |  |
| Changes in the **participation** of groups facing poverty, marginalisation or vulnerability in their own development |  |
| Changes in **local leadership** and ownership of development and humanitarian work. |  |
| **Basic Information** |
| Name of Danish CSO | *The name of the SPA partner.*  |
| Name of Southern partner(s) | *The name of the key Southern partner, or partners.* |
| Year of submission | *The year in which the case study was submitted.* |
| Name of project / programme / approach | *The name of the project or programme if relevant. If the case study covers a wider approach then a suitable name should be entered.* |
| Project / programme period | *The start and end dates of the projects/programmes concerned (month and year).* |
| Country | *The country or countries covered by the case study.* |
| Constituency | *The primary target group(s) covered by the case study* |
|  |  |
| Summary(1000 characters only, including spaces) | *A summary of less than 1000 characters, outlining the main features of the case study.* |
| **Context** |
| *A short (paragraph) description of the context of the intervention. This could include:** *A short description of the project, programme or approach that forms the basis of the case study*
* *The original situation before the work started*
* *An explanation of why the intervention was needed*
* *A brief description of any initial baseline or context analysis*
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| **Objectives** |
| *A short description of the case (maximum half-page). This should cover:** *the main goals, purpose or objectives of the project, programme or approach*
* *the people, communities, organisations, policies or situations that were affected (or might be affected) by the intervention*
* *the main actions taken to achieve the objectives or purpose*
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| **Change** |
| *The main change(s) brought about through the intervention, if any (maximum one page). Some of the main elements that might be covered are:** *the main changes that have been realised*
* *the evidence that demonstrates the changes*
* *the significance of the changes, and the potential long-term implications*
* *an indication of how sustainable the changes are likely to be*
* *how changes differ (if they do) between different target groups*
* *hoped for changes in the future*
* *any key changes that were expected to occur but have not*
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| **Contribution** |
| *How Danish CSOs and their Southern partners contributed to the change(s) (maximum half page). Some of the main elements that might be covered are:** *the contribution of the intervention to any changes*
* *the significance of the contribution*
* *the evidence that demonstrates contribution to change*
* *a description of any other major potential contributions to change*
* *the contribution (added-value) of the Danish CSO to the intervention (if different from above) including support provided to Southern partners*
* *any evidence that demonstrates the contribution of Danish CSOs to the changes*
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| **Lessons** |
| *Lessons and recommendations that may be useful for others (maximum half page). Some of the elements that might be covered are:** *key challenges that were faced by the intervention, and how (if at all) they were overcome*
* *adaptations that were made (or might be made) to improve the intervention(s)*
* *important lessons for other organisations working in similar areas or sectors of work*
* *anything that could have been done differently in the partnership that might have improved results*
* *key failures in the partnership or intervention, or aspects that didn’t work as intended*
* *any linkages to agreed learning questions*
* *any overall recommendations for MFA, Danish CSOs, Southern partners (in general) or other actors*
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| **Evidence** |
| *Any linkages to further evidence or information. This could cover:** *descriptions of plausible linkages between activity and outcome, e.g. “After we…, then…, because…”*
* *links/references to reviews, evaluations or other documentation for the claims made*
* *links to pictures or photographs that could help show activities carried out or changes realised*
* *links to secondary sources or major reports used as source material*
* *(Photographs may also be embedded within the case study and must be cleared for GDPR/copyright)*
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**IATI Tagging**

This case study should be listed under relevant activities in the IATI Registry and tagged using following categories:

* Country ([Country - iatistandard.org](https://iatistandard.org/en/iati-standard/203/codelists/country/))
* Region ([Region - iatistandard.org](https://iatistandard.org/en/iati-standard/203/codelists/region/))
* DAC 3 Digit Sector ([DAC 3 Digit Sector - iatistandard.org](https://iatistandard.org/en/iati-standard/203/codelists/sectorcategory/))
* DAC 5 Digit Sector ([DAC 5 Digit Sector - iatistandard.org](https://iatistandard.org/en/iati-standard/203/codelists/sector/))
* Humanitarian Scope Type (where applicable, [Humanitarian Scope Type - iatistandard.org](https://iatistandard.org/en/iati-standard/203/codelists/humanitarianscopetype/))