

PROGRAM ANNUAL TECHNICAL REPORT 2025 TEMPLATE

This template was developed through consultation with Program/Accelerator (P/A) directors, P/A coordinators, MELIA representatives, Communications & Advocacy, and the Office of the Chief Scientist, with feedback integrated, and approved by the Chief Scientist.

Blue highlight = Content will be added by the Portfolio Performance Team. **No action required by Programs.**

Yellow highlight = Notes for Programs indicating where AI-assisted tool content will be provided.

Cover page

- This section will be **generated by the Portfolio Performance Team**, under the Office of the Chief Scientist.
- For the cover photo, include links to download images in the [digital asset management system \(DAM\)](#). Check the credit and caption information is correct.

Citation, copyright, disclaimers, acknowledgements, logos

- **Citation and copyright information will be generated by the Portfolio Performance Team.**

Disclaimers

This publication has been prepared as an output of **Program name (to be added by the Portfolio Performance Team)**. Any views and opinions expressed in this publication are those of the author(s) and are not necessarily representative of or endorsed by the CGIAR System Organization.

Boundaries used in maps do not imply the expression of any opinion whatsoever on the part of CGIAR concerning the legal status of any country, territory, city, or area or of its authorities, or concerning the delimitation of its frontiers or boundaries. Borders are approximate and cover some areas for which there may not yet be full agreement.

CGIAR uses [artificial intelligence \(AI\)-assisted tools](#) within its reporting workflows to support evidence synthesis and draft preparation. All published content is reviewed, validated, and approved by responsible human authors prior to release.

Acknowledgements

This work is part of [Program name \(to be added by the Portfolio Performance Team\)](#). We would like to thank all funders who supported this research through their contributions to the [CGIAR Trust Fund](#).

CGIAR Center logos

***Funder logos (optional):** If you would like to feature the logos of key funders for W3 and bilateral projects mapped to the Program, please share the list of entities to include and provide the corresponding logo files [in this folder](#).*

Table of contents

- *This section will be generated by the Portfolio Performance Team.*

CGIAR Technical Reporting 2025

Standard text to be placed at the start of each Program/Accelerator report:

This 2025 Annual Technical Report forms part of CGIAR's first reporting cycle under the [System Council-approved 2025–2030 Portfolio](#). It is grounded in the [CGIAR Research and Innovation Strategy Program/Accelerator proposals](#) and Plans of Results and Budget (PORBs) that establish each Program's and Accelerator's scope and objectives. It aligns with the [Performance and Results Management Framework \(PRMF 2022–2030\)](#), and the [Technical Reporting Arrangement \(TRA 2025–2030\)](#).

A Program inception report ([link to be added by the Portfolio Performance Team](#)) was developed in 2025 to document initial Program design, scope, and implementation arrangements. This report provides important context for interpreting early progress and implementation choices reported in this Annual Technical Report.

Pooled ([Window 1/Window 2, or W1/W2](#)) results are presented alongside mapped Window 3 (W3) and bilateral results. All pooled (W1/W2) results undergo [quality assurance](#) according to established standards. W3 and bilateral results are quality-assured at Center level and reviewed by Programs/Accelerators.

All data presented in this report reflect the status as of [\[timestamp to be added by the Portfolio Performance Team\]](#) and draw on quality-assured results in the [Results Dashboard](#), unless otherwise stated. While every effort has been made to ensure data accuracy, note that further refinements are taking place and updates will be available via the CGIAR Results Dashboard.

***Note:** Throughout the report, if figures are included from sources outside Portfolio Performance Team/CGIAR tools (e.g., AI-assisted tools and dashboards), **Programs should provide access to the underlying raw data and document the source and extraction date.** This will enable the designer to rebuild and format the figure in the required presentation style.*

1. Overview for 2025

Factsheet

Format: Table

Guidance: This information will be drawn from the [AI-generated Zero Draft Report Assistant](#) and other sources as stated. Programs will only need to validate the information.

Program title	
Program director	
Start-end date	
Centers involved	
Targeted Impact Areas	<i>This will be generated from the ToC.</i>
Geographic focus	<i>Refers to the focus of results, not location of Program staff/Centers, or similar.</i>
Mapped W3/Bilateral projects	<i>Link to Program's 2025 PORB (include mention of pages numbers for W3/bilateral information in the PORB).</i>
2025 budget (Total and W1/2, W3/bilat split)	<i>e.g. 100m (58 W1/2, 42 W3/bilat). This will be provided by the Finance team.</i>

About the Program

Purpose: To present a short description of the Program.

Format: 100-word text

Guidance: Keep it to the Program's "why" and "what." A brief statement of the challenges it addresses, the change it aims to drive, and the core approaches or domains of work. Include a statement on how the Program connects to the broader Portfolio (e.g. other Programs/Accelerators; Impact Areas etc.).

Executive summary

Purpose: To provide a clear overview of the Program's annual progress. This section, together with the factsheet, should provide a standalone summary of 2025 progress.

Format: 750-word text supported by a high-level summary figure.

Guidance: The **high-level summary figure** and the **overview of progress by AoW table** should be presented first. [The suggested figure can be found within the AI-generated Zero Draft Report Assistant](#). If you have a specific figure request, please contact performanceandresults@cgjar.org.

The [AI-generated Zero Draft Report Assistant](#) is available to support with drafting text.

- Focus on the major achievements, challenges and shifts that shaped performance during the year. Outline the most significant results, highlighting how they contribute to expected outcomes. Emphasize quality and coherence over comprehensive detail.
- This section can also include:
 - A quote
 - Links to additional resources

Figures:

Text:

Quote: (optional)

Links to additional resources: (optional; keep to 2-3). Ensure that all links are publicly accessible.

Photos: 1-2 high resolution photos – include links to download images in the [digital asset management system \(DAM\)](#). Check the credit and caption information is correct.

2. Annual progress

2.1 Progress along the theory of change

Purpose: Show the headline results and progress delivered in the year at the overall Program level.

Format: 500-word text; 2-3 figures; link to the Program-level theory of change diagram on the ToC Tool.

Guidance: The suggested figure for this section is a **map of results by location**. **The suggested figure can be found within the [AI-generated Zero Draft Report Assistant](#).** Additional figures from the tool can be provided below.

The [AI-generated Zero Draft Report Assistant](#) is available to support with drafting text.

- Keep the narrative concise, focusing on **what was achieved against the ToC**, why it matters, and **how it contributes to the Program's 2030 outcomes**.
- Include a description of contributions toward the Impact Areas that are relevant to the Program's ToC. Outline the key areas of progress, and relevant examples, and any significant enabling factors or challenges that shaped results during the year.
- This section may incorporate Program-specific data and metrics where they strengthen the evidence base (e.g., breeding pipeline metrics from B4T). Ensure that appropriate sources are cited.
- In addition, suggestions for inclusion:
 - Relevant impact studies.
 - Country-focused summaries of results.

- o Portfolio linkages, e.g. results that were achieved together with other Programs/Accelerators.
- o W3- and bilateral-funded results delivered under the Program.
- This section can also include, keeping within the word limit:
 - o Short highlight boxes, e.g. you may want to highlight a specific result, W3/Bilateral project, country etc.
 - o Quote, e.g. from a partner, funder, or scientist
 - o Links to additional resources

Figure/s:

Link to the ToC Tool:

Text:

Highlight box: (optional, keep to 1-2)

Quote: (optional)

Links to additional resources: (optional; keep to 2-3) Ensure that all links are publicly accessible.

Photos: 1-2 high resolution photos – include links to download images in the [digital asset management system \(DAM\)](#). Check the credit and caption information is correct.

2.2 Area of Work progress

Purpose: Show the headline results and progress delivered in the year by AoW, combining narrative and a few figures.

Format and guidance:

For each Area of Work, include:

- The **link to the AoW ToC diagram** as per the ToC Tool.
- **Traffic light ratings** are based on the AI-Tool assessment of progress against AoW planned indicator targets.
 - o The [AI-generated Zero Draft Report Assistant](#) will provide draft traffic light ratings for each AoW.
 - o Traffic light ratings are based on objectively verifiable evidence of progress against agreed **key performance indicators and targets**, rather than on self-reported perceptions of progress.
- **Text** – approx. 500 words **per AoW**.
 - o The [AI-generated Zero Draft Report Assistant](#) is available to support with drafting text.
 - o Suggestions for inclusion include information on:
 - Portfolio linkages, e.g. key results that were achieved together with other Programs/Accelerators.

- W3- and bilateral-funded work contributing to the Area of Work under the Program.
- This section can also include, keeping within the word limit:
 - Short highlight boxes, e.g. you may want to highlight a specific result, W3/Bilateral project, country etc.
 - Quote, e.g. from a partner, funder, or scientist
 - Links to additional resources. Ensure that all links are publicly accessible.

3. Partnerships

Purpose: Highlight the strength, strategic value, diversity, and contribution of partnerships to results.

Format: 1-2 **optional** figures showing key partnership metrics (e.g., number of partners, partner types, geographic spread); 1,000-word overview narrative to introduce the partnership landscape.

Guidance:

The [AI-generated Zero Draft Report Assistant](#) is available to support with drafting text.

Describe how partnerships contributed to overall theory of change progress and progress toward 2030 outcomes. Partnerships should be described in a manner consistent with [CGIAR's Engagement Framework for Partnerships and Advocacy](#), including its emphasis on strategic partner roles, co-ownership, and contribution to outcomes. Where relevant:

- Describe the role of NARES partners, focusing on co-design, implementation, capacity sharing, or scaling of results (not just listing their participation).
- Highlight learning, adaptation, or co-creation enabled through partnerships.

There is an **option**, within the word length, to include a highlight box, or short illustrative story, presenting a specific example (e.g., outcome-focused or country-focused).

Where relevant, this section may also include Program-specific datasets and metrics (e.g. from the [Breeding Portal](#)) that complement standard results reporting and help illustrate partnership contributions. Ensure that appropriate sources are cited.

Photos: 1-2 high resolution photos (optional; recommended if figures are not included) – include links to download images in the [digital asset management system \(DAM\)](#). Check the credit and caption information is correct.

4. Adaptive management

Purpose: Show how the Program learned and adapted during the year.

Format: 1,000 words across all Adaptive Management enablers namely:

- Evidence and Learning (explicitly **reference the EA recommendations** you plan to address and the expected outcome)
- W1/2 Funding and Financial Planning
- W3/Bilaterals Data
- Risk Management
- Demand and Scaling Readiness

Guidance: This section should describe how learning and evidence from 2025 informed concrete changes to strategy, planning, resourcing, and delivery. For each enabler below, focus on:

(i) what evidence was used;

(ii) what decisions or adjustments were made; and

(iii) what this means for priorities, delivery, or resourcing going forward.

For additional guidance, please consult the reflect page of the [P&R Hub](#). If you need support in drafting this section, contact planningandadaptivemanagement@cgiar.org.

Not all enablers need to be mentioned; only include the adaptive management enablers that are applicable. If adaptive decisions relate to multiple enablers, select the most relevant and avoid repeating content across sub-sections.

Where relevant, this section may also draw on Program-specific data and metrics that informed learning and adaptation. Ensure that appropriate sources are cited.

5. Key result story

Purpose: Showcase one standout result with a clear storyline and evidence.

Primary audience: Funders and partners

What constitutes a key result story?

- The result must have been achieved in 2025.
- The result must have been generated by the Program, including results delivered through W3- and bilateral-funded projects aligned to the Program (together with other Programs/Accelerators/Projects if relevant), but can build off of pre-Program work (for instance, 2017-21 Portfolio or 2022-24 Portfolio work).
- The result should be an outcome or an impact.
- Where relevant, key result stories may be supported by Program-specific metrics and datasets that strengthen the evidence base. Ensure that appropriate sources are cited.

What **CAN** be reported as a key result story

Outcome

A **change in knowledge, skills, attitudes and/or relationships**, manifest as a **change in behavior**, to which research outputs and related activities **have contributed**.

Impact

A **long-term effect**, a change induced by a development action to which research outputs and activities have contributed.

Impacts can be of various types (economic, social, environmental, political, etc.) and are measured by indicators.

Impacts are **what persist even after the project has ended**.

What **CANNOT** be reported as a key result story

Individual/family/small sample story (e.g., success story, blog)

People attending a training program (e.g., training 1,500 people on a technology)

Uptake of results to design further research work

Widespread media uptake and downloads of articles (e.g., views, downloads, coverage)

Total length: 800 words max.

Section: **Title** (6-8 words max.)

- *Informative, simple, jargon-free.*

Section: **Standfirst** (summary) (20 words max.)

- *Should summarize the result. Include action verbs and refer to:*
 - o *the research or innovation that led to the outcome/impact*
 - o *the nature of the outcome/impact*
 - o *who has benefitted from it*
 - o *the geographic scope*

Examples of good standfirsts...	... which clearly indicate the following:	
<i>Rice field fisheries are netting nutrition gains for over 124,876 people in Cambodia</i>	Research/Innovation	<i>Rice field fisheries</i>
	Outcome/Impact	<i>Nutrition gains</i>
	Beneficiaries	<i>124,876 people</i>
	Geographic scope	<i>Cambodia</i>
<i>Sixty-two percent of potato farmers adopt improved potato varieties in Peru, contributing to better nutrition for 500,000 people</i>	Research/Innovation	<i>Improved potato varieties</i>
	Outcome/Impact	<i>High adoption rate (outcome) contributes to better nutrition (impact)</i>
	Beneficiaries	<i>500,000 people</i>
	Geographic scope	<i>Peru</i>

Section: **Images** (2-3)

- Include links to download images in the [digital asset management system \(DAM\)](#). Check the credit and caption information is correct.

Section: **Short outcome/impact statement** (80 words max.)

- Two to three sentences that make the outcome or impact clear. It should include context on why the outcome/impact is important, and information on the partners involved.

Examples of good short outcome/impact statements	These are good statements as they clearly indicate the following:	
<p><i>Caprine pleuro-pneumonia is a contagious transboundary disease threatening the health of sheep and goats in Africa and Asia. The CGIAR Research Programs on Livestock, and Fish developed a rapid, inexpensive field diagnostic tool, which is a prerequisite to controlling the disease and improving the livelihoods of thousands of livestock farmers. The tool includes a simple read-out device, is powered by a car battery and produces a diagnosis in less than 45 minutes. The next step is commercial development.</i></p>	Context	<i>A contagious transboundary disease threatening the health of sheep and goats</i>
	Partners	<i>CGIAR Research Programs on Livestock, and Fish</i>
	Research/innovation	<i>A rapid, inexpensive field diagnostic tool</i>
	Outcome/impact	<i>A prerequisite for controlling the disease</i>
	Beneficiaries	<i>Thousands of livestock farmers</i>
	Geographic scope	<i>Africa and Asia</i>
<p><i>New Delhi's 19 million inhabitants suffer from a noxious haze generated in part by the yearly burning of more than 30 million tons of rice straw from harvests in neighboring states. Farmers deploying zero tillage, a sustainable agricultural technique to sow wheat in rice-wheat rotations, are helping to reduce the smog. Zero tillage is now practiced on 1.8 million hectares in India. This successful technology builds on decades of work led by CIMMYT and national partners in South Asia.</i></p>	Context	<i>Urban residents suffer from smoke from rice straw burning</i>
	Partners	<i>CIMMYT, national partners in South Asia</i>
	Research/innovation	<i>Zero tillage technique</i>
	Outcome/impact	<i>Reduced smog for urban residents following use across 1.8 million hectares</i>
	Beneficiaries	<i>19 million people</i>
	Geographic scope	<i>New Delhi</i>

Section: **Key result story main text** (600 words max.)

- 1) Short description of the **challenge** that we are trying to address (current situation).
- 2) **Objective** of CGIAR's intervention (future destination, intended outcome/impact)/
- 3) **Solutions** CGIAR co-developed (**innovations, findings or other results**) with stakeholders.
- 4) Description of the **users/beneficiaries** and how the research/innovation was used or produced its benefits. If possible, differentiate between the use/benefits for types of users/beneficiaries, for example by gender, youth,

wealth, ethnic group, etc. Also share any quantitative counts or estimates of people, hectares or other appropriate unit, if available.

- 5) Include briefly any **important activities** conducted to link the innovation to the outcome (e.g., “a major dissemination campaign was conducted, in which ...”; “a science-policy workshop was conducted, attended by ...”).

Section: **Quote** (50 words max.)

- *Provide at least one quote to illustrate the impact and support the result. Include the name, title and any affiliation. Quotes from outside CGIAR preferred but can be supplemented by internal entities.*

Quote:

Speaker (name, title and affiliation):

NOTE: Please list the PRMS result codes used to generate this key result story

Codes:

Optional sections:

Section: **Links to Impact Areas**

Impact Area(s):

Section: **Key contributors**

Contributing Center(s):

Contributing external partner(s) (full names):

Section: **Geographic scope**

Region(s):

Country(ies):