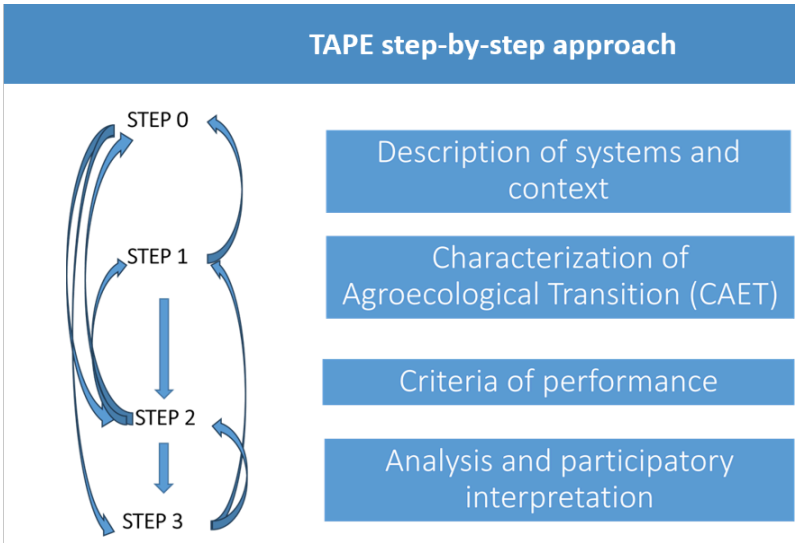
TAPE implementation phases

TAPE + 2025

Funded by the European Union



The contents of Steps 0 to 3 are given below, which outline the TAPE approach along with the main phases to follow. TAPE guidelines are currently revised to implement the updated version of TAPE (TAPE 2025).

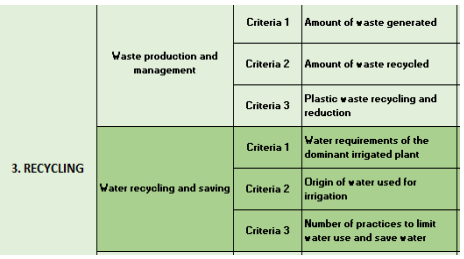
This document is a provisional version that will be progressively updated with links to the **TAPE 2025** draft guidelines from step 0 to step 3.

A new interface will also be developed to make TAPE more user friendly with support for data calculation and visualization.

Please find below the first components of the new Guidelines for TAPE 2025

(last update 22/09/25)

- **STEP 0** follow the link to the draft STEP 0 guidelines
- **Overview of STEP 1 and STEP 2 : TAPE 2025 criteria (Step 1 and Step 2)**:
  TAPE Step 1 and Step 2 criteria.docx
- **STEP 1 full content (all questions and answers) recap table (11 pages)**
  STEP 1 full framework TAPE 2025 Criteria Q and A 11 pages.docx
- **Step 1 training material (heavy material : 122 slides)**
  Step 1 Training Material_English_2 September 2025.pptx
- **STEP 2 list of indicators to be selected by partners**
  List and selection of_Step 2 indicators.pdf
- **Kobo Questionnaire (STEP 1 and CORE STEP 2 indicators) :**
  TAPE plus_core_15 September _ KoboToolbox.pdf



3. RECYCLING	Waste production and management	Criteria 1	Amount of waste generated
		Criteria 2	Amount of waste recycled
		Criteria 3	Plastic waste recycling and reduction
	Water recycling and saving	Criteria 1	Water requirements of the dominant irrigated plant
		Criteria 2	Origin of water used for irrigation
		Criteria 3	Number of practices to limit water use and save water

Phase	Activities
❶ **Identify study objectives** *Contact the FAO team for guidance and support (tape@fao.org)*	1. Indicate your needs and objective by filling this **short form** https://ee-eu.kobotoolbox.org/x/WwMaq8Un and contact the FAO TAPE team for guidance (tape@fao.org). 2. Review the project or initiative you want to assess and specify the **objective** of using TAPE: ● project design or one-time assessment ● capacity development ● monitoring, evaluation ● impact assessment 3. Identify key **research questions** 4. Finalize your **methodology** to help answer the study objectives, e.g. quantitative methods (surveys), qualitative methods (FGDs, KIIs), or mixed methods 5. Define your **budget and your team** and initiate the scoping for possible support from organizations and individuals **(consultants, enumerators, research coordinators)**
❷ **Engage stakeholders & assess context**	1. Involve relevant **stakeholders** for a comprehensive understanding of the agroecological context (social, economic, environmental) and the objective of the study 2. Initiate the **diagnostic phase** to understand the context and key factors influencing the agroecological transition
❸ **Study groups, farm pre-typology & sampling**	1. Identify **pre-defined study groups**, if any (beneficiaries vs. non-beneficiaries, by geographical location, etc.) and **farm pre-typologies** (e.g., small rice paddy farms, members of farm association or not, etc.) 2. Determine the **sample size** and define a **sampling strategy** (e.g. multi-stage stratified random sampling) and conduct sample selection

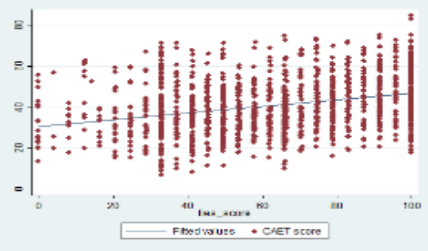
❹ **Customize the TAPE questionnaire**	1. **Adapt the questionnaire** to the project and context: a new version Adaptation of step 1 criteria and thresholds and select relevant performance indicators in step 2 (one by dimension minimum) 2. **Translate into local language** (as needed) 3. Create an account on the **Kobo platform/ODK** and incorporate the approved changes in Kobo/ODK and **test the questionnaire** for any possible technical issues
❺ **Enumerator training & pilot survey**	1. Prepare **supporting documentation** and **digital tools** (tablets/Android phones) 2. **Train enumerators**, including carrying out a collective dry run of the questionnaire. 3. Conduct a **pilot survey** with trained enumerators and organize a **final debriefing and Q&A session** 4. Set-up a **communication channel** for daily feedback between the research coordinator(s) and enumerators during the data collection process.

STEP 1 and 2

Surveys and data management

Phase	Activities
❻ **Conduct the survey & ensure Quality Control**	1. **Implement the survey** ensuring a well-informed prior consent of contributors (enumerators, respondents, FAO) on the agreement in the use of the TAPE tool (included in the questionnaire). 2. **Monitor the data collection** on a regular basis to ensure data quality and address emerging challenges (at local level and FAO level if needed) 3. Provide preliminary data collection **feedback** to the local implementation leader or FAO as necessary
❼	1. **Conduct preliminary data analysis and interpretation** with data cleaning and harmonization from the Kobo form file followed by rigorous analysis.

Organize, process, analyze and visualize the data	2. **Data processing & analysis,** perform indicator calculations, data visualization and comprehensive statistical analysis, including complex data modelling, if necessary. For information, R and Stata codes for indicator calculation, data validation, data analysis and visualization are available on Github (GitHub - MAUS-team/tape_calculator)
❽ **Report preparation**	1. **Prepare a draft report** summarizing the background and objectives of the study, Step 0 contextualization, methods, and initial results.



STEP 3

Participatory analysis and policy dialogue

Phase	Activities
❾ **Participatory discussion of the results and report finalization**	1. **Participatory analysis**: Facilitate workshops with farmers representatives' stakeholders for validating and interpreting initial results 2. **Engage with stakeholders** in a participatory manner to identify barriers and drivers of agroecological transitions **3. Finalize the technical report,** share with stakeholders and decide concrete actions to improve farmers livelihood, project interventions efficiency or
❿ **Policy discussion and actionable recommendations**	1. Develop communication material like policy briefs, **2-pages report** and short presentation for policymaking stakeholders 2. Identify **actionable recommendations** based on the evidence generated and the stakeholder's feedback 3. **Dissemination of data** and results at local, national, sub-regional, regional and possibly global level to inform evidence-based policymaking