

## **Collaborating, Learning, and Adapting<sup>1</sup> (CLA) Case Competition<sup>2</sup> Submission Form**

*Privacy Notice: The Office of Learning, Evaluation, and Research administers the Collaborating, Learning, and Adapting (CLA) Case Competition to learn from the experiences colleagues are having applying CLA approaches to their work. The submissions will be uploaded to a database that will be available to the public on the USAID Learning Lab website. The CLA Case Competition is entirely voluntary. When filling out the narrative questions, please do not include personally identifiable information. For questions, please contact [learning@usaid.gov](mailto:learning@usaid.gov)*

*[Case] Title:*

*Name:*

*Organization:*

*Summary:*

*Q1: WHAT-What is the general context in which the case takes place? What organizational or development challenge(s) or opportunities prompted you to collaborate, learn, and/or adapt?*

*Q2: Which subcomponents<sup>3</sup> are most clearly reflected in your case?*

- *Internal Collaboration<sup>4</sup>*
- *External Collaboration<sup>5</sup>*
- *Technical Evidence Base<sup>6</sup>*
- *Theories of Change<sup>7</sup>*
- *Scenario Planning<sup>8</sup>*
- *Monitoring and Evaluation for Learning<sup>9</sup>*
- *Pause and Reflect<sup>10</sup>*
- *Adaptive Management<sup>11</sup>*

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<sup>1</sup> CLA: a set of systematic and intentional practices that help improve development effectiveness. Strategic collaboration, continuous learning, and adaptive management link together all components of the Program Cycle.

<sup>2</sup> USAID hosts an annual competition wherein USAID staff and partners submit examples in how CLA approaches are used to strengthen organizational learning and development results.

<sup>3</sup> The CLA Framework identifies components and subcomponents to help USAID staff and partners think more deliberately about what CLA approach applies to their context and situation.

<sup>4</sup> Identify and prioritize other teams/offices for strategic collaboration.

<sup>5</sup> Identify and prioritize key stakeholders for strategic collaboration

<sup>6</sup> Track the technical evidence base in the relevant area(s) of work

<sup>7</sup> Comprehensive description, illustration and tracking of how and why a desired change will occur in a particular context.

<sup>8</sup> Identify risks and opportunities through scenario planning

<sup>9</sup> Ensure monitoring data is relevant to decision-making

<sup>10</sup> Take time to analyze and discuss information relevant to decision-making or broader issues relevant to the operating environment

<sup>11</sup> Analyze and act on learning from implementation and/or pause and reflect opportunities

- *Openness*<sup>12</sup>
- *Relationships and Networks*<sup>13</sup>
- *Continuous Learning and Improvement*<sup>14</sup>
- *Knowledge Management*<sup>15</sup>
- *Institutional Memory*<sup>16</sup>
- *Decision Making*<sup>17</sup>
- *Mission Resources*<sup>18</sup>
- *CLA in Implementing Mechanisms*<sup>19</sup>

*Q3: HOW: What steps did you take to apply CLA approaches to address the challenge or opportunity described above?*

*Q4: ORGANIZATIONAL IMPACT- How has CLA affected your team and/or organization? If it's too early to tell, what effects do you expect to see in the future?*

Or

*Q4: DEVELOPMENT IMPACT- How has using a CLA approach contributed to your development outcomes? What evidence can you provide?*

*Q5: How have enabling conditions<sup>20</sup>- resources (time/money/staff), organizational culture, or business/work processes- influenced your results? How would you advise others to navigate the challenges you may have faced?*

*Q6: Does your [dropdown: case, submission] address [drop down box: an administration priority, a policy priority]?*

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<sup>12</sup> Sense of comfort sharing opinions and ideas

<sup>13</sup> Develop trusting networks within which information exchange occurs

<sup>14</sup> Staff take time for learning and reflection

<sup>15</sup> Source various types of knowledge from stakeholders

<sup>16</sup> Access to institutional knowledge

<sup>17</sup> Awareness of decision-making processes

<sup>18</sup> Clear roles and responsibilities vis-a-vis CLA

<sup>19</sup> Contracts and grants awarded by USAID include resources of CLA activities.

<sup>20</sup> How an organization's culture, business processes, and resource allocation support CLA integration.