

Indicator Performance Tracking Table Checklist

To examine the quality of your IPTT, review the IPTT and answer the following questions.	Yes	No	Note further actions needed
Indicator Quality			
1. Does each indicator serve at least one of the following purposes: reporting, telling your story, or improving your program?			
2. Does each indicator measure a specific result?			
3. Is each indicator precise and well-defined enough to give the reader a clear idea of what is being measured?			
4. Is it feasible to collect and analyze the data for each indicator?			
5. Is each target reasonable? Can you reasonably expect to reach the target? Is it ambitious enough to make a difference to your beneficiaries?			
Overall Quality of the IPTT. Does the IPTT:			
6. Contain not too many and not too few indicators?			
7. Contain a balance of output, outcome, and impact indicators?			
8. For project-specific indicators, are you using standard international indicators when they exist?			
9. Is the funding source requiring the indicator labeled as such?			
10. Is each individual-level indicator sex and age disaggregated as appropriate?			
Readability/Usefulness of the IPTT			
11. Are indicators numbered clearly?			
12. Are all "Required" and "Required if Applicable" indicators listed?			
13. Is the wording for each indicator neutral (e.g., "% of children exclusively breastfed until 6 months" NOT "increase in the % of children exclusively breastfed until 6 months")			
14. Are all the targets in the right place ("annual" vs. "final evaluation")			
15. Are targets clearly defined as cumulative or not?			
16. Do all targets match their indicator in units?			