Session Slides

Slide 1

Food for Peace Monitoring and Evaluation Workshop for FFP Development Food Assistance Projects

Indicator Performance Tracking Table (IPTT)

February, 2017
Addis Ababa, Ethiopia

Session Objectives

By the end of this session, participants will have:

• Distinguished the difference between an indicator, a target, an output indicator, outcome indicator, and impact indicator
• Reviewed the IPTT Checklist
• Reviewed the FFP IPTT Template

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Slide 3

The IPTT

Log-Frame

IPTT

Indicator Performance Tracking Table (IPTT)

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The IPTT is a Living Document

DEVELOPED at project launch

USED during project implementation

UPDATED annually

Monitoring

Analysis

Reporting

Are the indicators working?

Are we collecting the info we need?

What can be improved?

Indicator Performance Tracking Table (IPTT)
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**IPTT Checklist**

Provides criteria for reviewing an IPTT to help ensure that it:

- Helps you improve your project
- Helps you meet your reporting requirements
- Helps you tell your story

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**Activity 1: Key M&E Terms for FFP Projects Crossword (15 min.)**

- In your binder, find Handout 5C. It’s a crossword puzzle of M&E terms.
- You have 15 minutes to fill out the crossword puzzle. Then we will review the answers as a group.
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Activity 1: Answers

Indicator Performance Tracking Table (IPTT)

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Key M&E Terms for FFP Projects

Indicator Performance Tracking Table (IPTT)
Slide 9

Linking Indicators to LogFrames

Indicator Performance Tracking Table (IPTT)

Slide 10

Approximate Correlation between LogFrame and Indicator Levels

Log- Frames

Impact and Outcome Indicators
- Goal
- Purpose

Outcome Indicators
- Sub-purpose
- Immediate outcomes

Output and Process Indicators
- Output
- Input

Indicator Performance Tracking Table (IPTT)
Monitoring at Every Level Helps Pinpoint Where a Barrier May Exist

**Goal:** Poverty reduced

**Purpose:** Farmers' incomes increased

**Sub-Purpose:** Production of non-traditional crops increased

**Immediate Outcome:** Knowledge of how to use new seeds varieties increased

Families had to eat the seeds during the hungry months

- **Inputs/Outputs:** We train farmers from 50 households to use new seeds; we distribute seeds and fertilizer.
  - 1 bag of seed and 5 bags of fertilizer distributed to 50 households; 50 households trained in cultivation of new crop.
  - Only 5 of 50 households produced the new crop.
  - 80% of farmers remember what they learned.

IPTT Checklist:

What to ask yourself when developing or assessing your IPTT
What Jobs Can Your Indicators Do?

- Improve your project
- Reporting requirements
- Tell your story

Approximate Correlation between LogFrame and Indicator Levels

- Impact and Outcome Indicators
  - Goal
  - Purpose
- Outcome Indicators
  - Sub-purpose
  - Immediate outcomes
- Output and Process Indicators
  - Output
  - Input
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Is the Indicator Precise and Well-Defined?

Which is more precise?
1. “% of children malnourished”

OR

2. “% of children 0–59 months in the target population who are underweight (weight-for-age z-score < -2)”

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IPTT Checklist:
Is it FEASIBLE to collect and analyze the data for each indicator?
Is it FEASIBLE to Collect and Analyze the Data for Each Indicator?

- Population-based household survey vs. project records
- Expertise to measure indicator
- Timing of data collection
- Sample size for reliable results
- Recall period
- Proxy indicator instead
- Usefulness vs. cost

Is Each Target Reasonable?

- Ambitious enough
- Target based on past performance
IPTT Checklist

Does the IPTT Contain Not Too Many and Not Too Few Indicators?

“Everything that can be counted does not necessarily count; everything that counts cannot necessarily be counted.” (Einstein)

IPTT Checklist

Does the IPTT Contain a Balance of Output, Outcome, and Impact Indicators?

- You should be able to tell the story up and down each level of the project theory or the LogFrame hierarchy.
- Avoid “filling up” the IPTT with output indicators.

<p>| PROJECT GOAL: Reduce food insecurity of vulnerable populations in Western Province |
| Purpose 1: Improved health status of children under 5 years of age |</p>
<table>
<thead>
<tr>
<th>Indicator</th>
<th>Yr1</th>
<th>Yr2 Tar</th>
<th>Yr3 Tar</th>
<th>Yr4 Tar</th>
</tr>
</thead>
<tbody>
<tr>
<td>Percentage of children 0–5 months of age in the implementing zone who are exclusively breastfed</td>
<td>(+)</td>
<td>70</td>
<td>-</td>
<td>85</td>
</tr>
<tr>
<td>% of direct beneficiary infants 0–5 months of age who are fed exclusively with breast milk</td>
<td>(+)</td>
<td>70</td>
<td>90</td>
<td>95</td>
</tr>
</tbody>
</table>
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**Does the IPTT Include Required Gender Indicators?**

Your IPTT should include:

- 8 required gender indicators for baseline/final evaluation (BL/FE) surveys
- 1 required gender-related F indicator (annual monitoring)
- Sex disaggregation for FFP BL/FE and annual monitoring indicators (where applicable)

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**Does the IPTT Include Environmental Indicators Appropriate to Your LogFrame?**

Your IPTT should include:

- FFP Required if Applicable (RiA) “stand-alone” environmental indicators for baseline/final evaluation (BL/FE) surveys
- Use of environmental “integration” indicators for FFP BL/FE and annual monitoring indicators (where applicable)
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**Use Standard International Indicators**

**Using standard indicators:**
- Draws from international sources
- More easily agreed upon definitions
- Comparability of results across FFP projects and countries
- Easier to learn from other project results
- Saves cost

*Don’t reinvent the wheel!*

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**Use Standard International Indicators**

**Some sources of standard international indicators:**
- Agri-Gender Statistics Toolkit
- Description of an Agricultural Module for the Population and Housing Census
- Demographic and Health Surveys
- Knowledge, Practices, and Coverage Surveys
- The Joint Monitoring Programme (JMP) for Water Supply and Sanitation by WHO and UNICEF
- WASHplus
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**IPTT Checklist**

**Are Indicators Labeled/Numbered Clearly?**

- Is the Funder requiring the indicator to be labeled as such? (e.g., FFP, Mission, NGO)
- Are indicators numbered clearly, and are the “Required” and “Required if Applicable” indicators listed? (with a unique identifying number for each indicator)
- 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”)

**PROJECT GOAL:** Reduce food insecurity of vulnerable populations in Western Province

**Purpose 1: Improved livelihood capacities of vulnerable households**

1. Average Household Dietary Diversity Score (FFP)

2. Percent of trained beneficiaries scoring 70% or above on post-test scores

**IPTT Checklist**

- Annual
- Baseline
- Mid-Term Evaluation
- Final Evaluation

**Indicator Performance Tracking Table (IPTT)**

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**IPTT Checklist**

**Are All the Targets in the Right Place?**

- Annual
- Baseline
- Mid-Term Evaluation
- Final Evaluation

**PROJECT GOAL:** Reduce food insecurity of vulnerable populations in Western Province

**Purpose 1: Improved health status of children under 5 years of age**

- Percentage of children 0–5 months of age in the implementing zone who are exclusively breastfed (+) 70%
- Percentage of direct beneficiary children 0–5 months of age who are exclusively breastfed (+) 90%

**Indicator Performance Tracking Table (IPTT)**
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**Indicator Performance Tracking Table (IPTT)**

**Include All Applicable Disaggregation**

**PROJECT GOAL:** Reduce food insecurity of vulnerable populations in Western Province

<table>
<thead>
<tr>
<th>Indicator</th>
<th>+/-</th>
<th>BL</th>
<th>Yr2 Tar</th>
<th>Yr3 Tar</th>
<th>Yr4 Tar</th>
</tr>
</thead>
<tbody>
<tr>
<td>Percentage of direct beneficiary children 0–5 months of age who are exclusively breastfed (B)</td>
<td>-90</td>
<td>90</td>
<td>90</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Male</td>
<td>90</td>
<td>90</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Female</td>
<td>90</td>
<td>90</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

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**IPTT Checklist**

**Targets**

- Are targets clearly defined as cumulative or not?
- Do all targets match their indicator in units/are they in same format as the indicator? (for example, indicator says “Number of …” but target says “50%“)
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Activity 2: Applying IPTT Checklist (20 min.)

- Work in pairs, select a limited number of indicators from your own IPTT (e.g., 5 indicators), and apply the checklist. (15 min.)
- Discuss questions/concerns with whole group. (5 min.)

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IPTT Template Review
This presentation is made possible by the generous support of the American people through the support of the Office of Health, Infectious Diseases, and Nutrition, Bureau for Global Health, and the Office of Food for Peace, Bureau for Democracy, Conflict, and Humanitarian Assistance, United States Agency for International Development (USAID) under terms of Cooperative Agreement No. AID-OAA-A-12-00005, through the Food and Nutrition Technical Assistance III Project (FANTA), managed by FHI 360. The contents are the responsibility of FHI 360 and do not necessarily reflect the views of USAID or the United States Government.
Activity 1. Key Monitoring and Evaluation Terms for FFP Projects

M&E Terms Crossword

<table>
<thead>
<tr>
<th>Across</th>
<th>Down</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The set of beneficiary- and population-level results (e.g., changes in practices or knowledge) expected to change from the intervention</td>
<td>2. The set of resources (e.g., staff, financial resources, space, project beneficiaries) brought together to accomplish the project’s objectives</td>
</tr>
<tr>
<td>5. The set of activities (e.g., training, delivering services) by which resources are used in pursuit of the expected results</td>
<td>3. A statement providing evidence that a certain condition exists or certain results have or have not been achieved</td>
</tr>
<tr>
<td>7. A statement that quantifies the result you wish to accomplish</td>
<td>4. The products (e.g., number of trainees, number of immunized children, number of meetings held) that result from the combination of inputs and processes</td>
</tr>
<tr>
<td></td>
<td>6. The set of beneficiary- and population-level long-term results (e.g., improved food security, improved yields, improved nutritional status) achieved by changing practices, knowledge, and attitudes</td>
</tr>
</tbody>
</table>
## Indicator Performance Tracking Table Checklist

To examine the quality of your IPTT, review the IPTT and answer the following questions.

<table>
<thead>
<tr>
<th>Indicator Quality</th>
<th></th>
<th>Yes</th>
<th>No</th>
<th>Note further actions needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Does each indicator serve at least one of the following purposes: reporting, telling your story, or improving your program?</td>
<td></td>
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</tr>
<tr>
<td>2. Does each indicator measure a specific result?</td>
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<tr>
<td>3. Is each indicator precise and well-defined enough to give the reader a clear idea of what is being measured?</td>
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</tr>
<tr>
<td>4. Is it feasible to collect and analyze the data for each indicator?</td>
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<tr>
<td>5. Is each target reasonable? Can you reasonably expect to reach the target? Is it ambitious enough to make a difference to your beneficiaries?</td>
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</tr>
</tbody>
</table>

### Overall Quality of the IPTT. Does the IPTT:

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
<th>Note further actions needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>6. Contain not too many and not too few indicators?</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>7. Contain a balance of output, outcome, and impact indicators?</td>
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<tr>
<td>8. For project-specific indicators, are you using standard international indicators when they exist?</td>
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<tr>
<td>9. Is the funding source requiring the indicator labeled as such?</td>
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<tr>
<td>10. Is each individual-level indicator sex and age disaggregated as appropriate?</td>
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</tr>
</tbody>
</table>

### Readability/Usefulness of the IPTT

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
<th>Note further actions needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>11. Are indicators numbered clearly?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12. Are all “Required” and “Required if Applicable” indicators listed?</td>
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</tr>
<tr>
<td>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”)</td>
<td></td>
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<tr>
<td>14. Are all the targets in the right place (“annual” vs. “final evaluation”)</td>
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<tr>
<td>15. Are targets clearly defined as cumulative or not?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16. Do all targets match their indicator in units?</td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>
Sources of Standard International Indicators

Does the IPTT use standard international indicators when they exist?

The IPTT should use standard wording, data collection, and analysis methods and standard units for all common international indicators included. Below are some suggested resources for finding standard international indicators.

**Agri-Gender Statistics Toolkit.** Contains indicators and examples of questions used to measure indicators.

**Description of an Agricultural Module for the Population and Housing Census**
Provides an example of an agricultural module to include in a household-based survey with explanations of each question (explanations include some indicators).

**Health indicator sources:**

**Demographic and Health Surveys.** These contain a large number of health-related indicators and survey questions. These tend to represent generally accepted “best practices,” and many have been scientifically validated.
http://www.measuredhs.com/

**Knowledge, Practices, and Coverage Surveys (KPC).** The KPC contains a standard set of maternal and child health indicators and survey questions used in USAID-funded child survival projects implemented by private voluntary organizations.

**The Joint Monitoring Programme (JMP) for Water Supply and Sanitation by WHO and UNICEF.** The JMP tracks indicators focused on access to water and sanitation, but does not deal with quality of services.
http://www.wssinfo.org/

**The International Household Water Treatment and Storage Network.** This network, housed at the University of North Carolina’s Water Institute, has the following manual:

**WHO Toolkit for Monitoring and Evaluating Household Water Treatment and Safe Storage Programmes.** This toolkit includes a decision tree to help select indicators based on program aims and resources. The toolkit also provides sample surveys, examples from the field, information on water quality sampling, and resources for additional information.
http://www.who.int/household_water/resources/toolkit_monitoring_evaluating/en/
**WASHplus**: The USAID-funded WASHplus project supports healthy households and communities by creating and delivering interventions that lead to improvements in water, sanitation, and hygiene (WASH) and indoor air pollution practices.

[www.washplus.org](http://www.washplus.org)