



## Indicator Tip Sheet

### WPHF Impact Area 3: Humanitarian Response

The following tip sheet provides guidance to WPHF grantees on the required indicators to be used for WPHF Impact Area 3: Humanitarian Response. It also provides other suggested indicators and gives some general guidelines around the use of indicators, baselines, and targets, and means of verification<sup>1</sup>.

#### Results Framework

The impact statement is: ***Enhanced participation and leadership of women in humanitarian planning and response***

You must use this statement at the impact level and select from the list of required indicators (see definitions in next section). You must also develop your own outcome statement(s), output statement(s) and indicators<sup>2</sup> as relevant to your projects.

Expected Results	Indicators	Means of Verification/ Sources	Activities	Budget
<b>Impact</b> Enhanced participation and leadership of women in humanitarian planning and response <sup>3</sup>	Select at least one (1):  3.1. Number/Percentage of women participating in decision-making in humanitarian planning and response  3.2. Types of mechanisms established to improve gender responsive humanitarian planning, frameworks and programming	Document Review or Survey  Document Review, Interviews or Observation		
<b>Outcome(s)</b> <sup>4</sup> Develop outcome statement(s) based on your project.	Include both reach indicators at the outcome level:  R1. Number of people directly benefiting from the response (by sex, age group, or other variables <sup>5</sup> )  R2. Number of people indirectly benefiting from the response  <b>AND</b> develop 1-2 additional indicators for each outcome that captures the	Document Review/ Participant Lists  Document Review/ Estimation <sup>6</sup>  To be determined by the grantee		

<sup>1</sup> A separate monitoring and evaluation guide will be provided to all grantees which provides more in-depth technical guidance on monitoring and evaluation approaches, including how to develop a results framework.

<sup>2</sup> There should be a balance between quantitative and **qualitative** indicators in your results framework. Qualitative indicators allow you to explore in-depth the experiences, opinions and perceptions of individuals and groups and help to explain 'how' and 'why' changes have occurred.

<sup>3</sup> The **impact** is the longer-term change of the project that is expected to occur as a result of the outcome(s) being achieved. It does not mean the change has to occur at the national level. The extent of the impact is up to you.

<sup>4</sup> **Outcomes** are the medium-term changes that are expected to occur because of completed outputs. You can have one outcome or multiple. A maximum of 2 outcomes is a good rule. An example of an outcome statement is "*Increased coordination of local stakeholders in implementing conflict prevention mechanisms*".

<sup>5</sup> Other variables (or **disaggregation**) can include disability, IDPs or refugees, women-headed households, etc., if needed.

<sup>6</sup> See Indirect Beneficiary definition.

Expected Results	Indicators	Means of Verification/ Sources	Activities	Budget
	change of your project.			
<b>Output (s)</b> <sup>7</sup> Develop a set of outputs for <u>each</u> outcome.	Develop 1-2 indicators for each output	To be determined by the grantee for each indicator	For each output, list your activities	For each output, enter the budget amount

## Required Indicators

As WPHF grantees, you are required to use a set of standard indicators (see Table 1) in order to facilitate global reporting and articulation of the impact and reach of your projects .

Therefore, you must select:

- **At least one** impact level indicators; and
- **Both** reach indicators (direct and indirect beneficiaries)

You can add additional indicators, as relevant to your project. A good rule is to have no more than three (3) indicators per outcome and output statement.

**Table 1: Indicator Definitions (Required Indicators)**

Required Indicators	Definitions
<b>Impact Indicator 3.1</b> Number/Percentage of women participating in decision-making in humanitarian planning and response	<p>This is a quantitative indicator which counts the total number of women who are actively participating in decision-making bodies, community committees or mechanisms or other spaces where women can voice opinions and influence decisions in how response and recovery are carried out in their communities, districts, region, or country.</p> <p>Participation in decision making is not limited to the physical presence of a woman in a decision-making body or committee, but rather that women have been able to voice their concerns, influence a decision or process, or vote in a decision.</p> <p>You must report the total ‘number’ of women and are not required to use the unit of ‘percentage’. If you wish to provide a percentage, in addition to the number, this is calculated by dividing the total number of women that are actively participating in decision-making, by the total number of women surveyed. For example, 50% (50 out of 100 women).</p> <p>This indicator should be disaggregated by sex and age group (over 18 years and under 18 years), whenever possible.</p>
<b>Impact Indicator 3.2</b> Types of mechanisms established to improve gender responsive humanitarian planning, frameworks and programming	<p>This is a qualitative indicator and describes the different types of mechanisms or processes that have been established by your organization or others to improve humanitarian planning and response, and which are responsive to the needs and priorities of women and girls.</p> <p>Some examples of mechanisms include:</p> <ul style="list-style-type: none"> <li>• Community structures involved in crisis planning or response</li> <li>• Emergency fund processes for households</li> <li>• Joint task forces</li> </ul>

<sup>7</sup> An **output** is concrete deliverable, product or service provided as a result of activities implemented. An example of an output statement is: “Access to information on the availability of services for women and girls during humanitarian crisis is provided”.

Required Indicators	Definitions
	<ul style="list-style-type: none"> <li>Monitoring or feedback systems.</li> <li>Planning documents or strategies that outline rapid response to humanitarian crisis</li> <li>Frameworks which respond to the specific needs of women and girls during a crisis</li> <li>Gender-based analysis</li> </ul> <p>Mechanisms vary and are based on context and crisis.</p>
<b>Use BOTH Reach Indicators. Place your reach indicators at the Outcome level</b>	
<b>Reach Indicator 1:</b> Number of people directly benefiting from the response (by sex, age group, or other variables)	<p>Direct beneficiaries refer to the individuals, groups, or organizations, which benefit directly from your intervention, or who are the direct recipients of your activities and are explicitly stated in the output and outcome statements of the results framework. Direct beneficiaries and the target groups are the same.</p> <p>Direct beneficiaries must be disaggregated by sex and age group (under 18 years old and over 18 years old). Other disaggregation can be included (e.g. disability, IDPs, refugees or host community members, women-headed household, stakeholder, etc.), if needed.</p>
<b>Reach Indicator 2:</b> Number of people indirectly benefiting from the response	<p>Indirect beneficiaries refer to individuals, groups or organizations who are not the direct target of your interventions as outlined in the results framework but are indirectly affected by your activities. They could be other members of the community, or family members who benefit positively from interventions of direct beneficiary participation.</p> <p>The calculation of indirect beneficiaries is usually done by taking an average family size and multiplying by your direct beneficiaries. While this may create double counting, using a smaller average size will help. For example, if the average family size is 5 and the direct beneficiaries is 100, you would multiply 5 x 100 = 500.</p> <p>Indirect beneficiaries do not need to be disaggregated.</p>

### Other Suggested Outcome Indicators

The following outcome indicators are only suggestions to help guide you when defining your indicators for the outcome level. They are not mandatory.

Suggested Outcome Indicators	Definitions
Number of CSOs supported/provided capacity building to effectively contribute to humanitarian planning, response, and relief efforts	<p>This is a quantitative indicator which counts the total number of CSOs which are provided direct support or capacity building by your organization or partners.</p> <p>Capacity building towards humanitarian or crisis response and/or recovery includes coaching, mentoring or formal training that a CSO receives during the project from your organization or your implementing partners. The topics focuses specifically on building skills and knowledge for women's leadership in humanitarian and crisis response, or other training which may enable women to participate actively in humanitarian crisis and response.</p> <p>Count the number of CSOs participating and not the number of trainings provided over the course of the project. You may wish to also track the number of participants receiving support.</p> <p>Where applicable, disaggregate the indicator by the type of organization. For example, a women-led organization, youth-led organization, disability-focused organization, or other types of organizations.</p>
Number/Type of women-led advocacy campaigns, community	<p>This is both a quantitative and qualitative indicator and counts the number and describes the type of advocacy campaigns, community dialogues, awareness or information campaigns or other events that have been organized by your</p>

Suggested Outcome Indicators	Definitions
dialogues, or awareness campaigns organized to raise awareness on humanitarian response	organization to raise awareness with beneficiaries and/or communities and other stakeholders on the current humanitarian crisis (including COVID-19 pandemic).
Number of women's networks or associations collaborating in humanitarian response, recovery, and planning	This is a quantitative indicator which counts the total number of networks or associations that come together to meet and/or coordinate humanitarian response, recovery, planning, or the impacts of humanitarian crisis, including COVID-19 pandemic (e.g. violence against women during a pandemic). Networks and associations are a group of organizations. Your own organization may be a member of this network or association.
Number of women, girls and populations affected by crisis who are directly supported by civil society organizations initiatives	<p>This is a quantitative indicator and counts the total number of women and girls, men and boys who were provided support by your organization or partners during a humanitarian crisis.</p> <p>Support can be direct provision of services or goods (food, cash, equipment, hygiene products, materials, etc.), shelter, or anything that reduces the negative impact of humanitarian crisis on the population.</p> <p>The indicator should be disaggregated by sex and age group (under 18 years of age and over 18 years of age), where possible.</p>
Number of social media impressions and/or campaigns that people have viewed (FB, website, radio, twitter, webinars, etc.)	<p>This is a quantitative indicator which captures the total number of social media clicks and/or number of people reached through campaigns accessed. For social media, this can include the number of website hits, Facebook visits, WhatsApp messages, radio sessions, tweets, webinars, etc. that have been accessed individually, and which have been developed or supported by your organization or implementing partner.</p> <p>This indicator also captures the number of different campaigns through social media that have been accessed or viewed by people. For radio programs, please specify the estimated people to be reached by the messages based on the radio station's data.</p>
Number women-headed households (or women) provided with cash, food, or other goods to meet basic needs	<p>This is a quantitative indicator which captures the total number of women-headed households (or women) that were directly provided cash transfers, food aid, hygiene packages or other goods to help meet their basic needs in a humanitarian context.</p> <p>Households (or women) who were provided multiple goods should be counted only once. If financial support is provided, also include the total amount per women/household and how that support may have been used.</p>

## What are Indicators?

Indicators are defined as *'quantitative or qualitative factors or variables that provides a simple and reliable means to measure achievement, to reflect the changes connected to an intervention, or to help assess the performance of a development actor'*<sup>8</sup>.

Simply stated, indicators are **'signals'** to demonstrate that progress has been made on outputs, and to demonstrate that changes have occurred through expected outcomes.

There are three types of indicators:

<sup>8</sup> OECD Glossary of Key Terms in Evaluation and RBM (2002) <https://www.oecd.org/dac/evaluation/2754804.pdf>

- **Output indicator:** These are indicators that are used to track the completion of an output (a product or a service provided)
- **Outcome or Performance Indicator:** These are indicators which measure shorter term changes, as a result of the completion of the outputs.
- **Impact indicator:** These are indicators which measure the long-term change of an intervention, as a result of outcomes occurring.

An indicator is developed in the following way:

**Unit of Measurement + what is being measured/tracked (unit of analysis) +  
(Relevant Disaggregation)**

### Examples:

- Number (or percentage) of + women participating in decision-making in humanitarian planning and response + (disaggregated by age group)
- Number of + women-led advocacy campaigns organized on humanitarian response + (disaggregated by region)

### Baseline Values and Targets

For each indicator, a baseline value and target are required.

A **baseline** value is information gathered at the beginning of a project to indicate the starting point of the indicator. For outcome and impact indicators, a baseline will be the first time the data is collected. In some cases, depending on the indicator, this can sometimes also be a zero (0).

*For example, for the indicator, “Number of women participating in decision-making in humanitarian planning and response”, before the start of your project maybe only 10 women out of 50 in your target area report participating in response. In this case, 10 women would be your baseline.*

*If also using “percentage” (in addition to number), this would mean 20% (or 10 women out of 50 women) you may have surveyed participate in decision-making processes. 20% (10 of 50) would be your baseline.*

For output indicators, the baseline value is generally zero (0) as the intervention did not exist before.

*For the indicator “Number of women-led advocacy campaigns organized on humanitarian response”, at the start of your project there may have been no campaigns were previously conducted. This means your baseline would be 0.*

**Targets** are where you want to be by the end of the project. Targets need to be realistic and aligned with the intervention. All indicators should have a target. Using the same indicator, here is an example:

*For the indicator, “Number of women participating in decision-making in humanitarian planning and response”, maybe you feel that through your interventions, this will increase from 10 women to 40 women (out of 50). 40 would be your target.*

*If also using a “percentage”, and you feel that your interventions will increase the ability of women to participate in decision-making processes, your target could be 80% (40 out of 50)*

*Another example, using the indicator of “Number of women-led advocacy campaigns organized on humanitarian response”, your project is planning to support 5 women-led advocacy campaigns. 5 would be your target.*

## Means of Verification and Sources

Each indicator in the results framework also requires a means of verification and a source.

The means of verification is 'how' (method) you collect data. It is also known as a methodology for data collection. *Examples: document review, interviews, survey, assessment, observation, focus group discussion, etc.*

A source is 'where' you will get your data. *Examples: national survey, institution statistics, targeted population, etc.*