



## Indicator Tip Sheet

### WPHF Impact Area 1: Enabling Environment for Women Peace and Security (WPS)

The following tip sheet provides guidance to WPHF grantees on the required indicators to be used for WPHF Impact Area 1: An Enabling Environment for WPS. 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 role of civil society organizations in advocating for and ensuring accountability on WPS commitments.***

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 role of civil society organizations in advocating for and ensuring accountability on WPS commitments <sup>3</sup>	Select at least one (1):  1.1. Number/Percentage of supported CSOs involved in NAP1325 design, budgeting, implementation and monitoring and evaluation  1.2. Number/types of propositions by civil society that are included into policy documents	Document Review, Observation, or Interviews  Document Review of policy documents		
<b>Outcome(s)<sup>4</sup></b> 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	Document Review/ Participant Lists  Document Review/		

<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 only 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.

Expected Results	Indicators	Means of Verification/Sources	Activities	Budget
	<b>And</b> develop 1-2 additional indicators for each outcome that captures the change of your project.	Estimation <sup>6</sup>  To be determined by the grantee		
<b>Output (s)</b> <sup>7</sup> Develop a set of outputs for <u>each</u> outcome.	Develop 1-2 indicators for each output	Determine a means of verification and source 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 indicator; 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 per output statement.

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

Required Indicators	Definitions
<b>Impact Indicator 1.1</b> Number/Percentage of supported CSOs involved in NAP1325 design, budgeting, implementation and monitoring and evaluation	<p>This is a quantitative indicator and counts the total number of CSOs (including your own organization) which are working on NAP1325 design or implementation, with the support of WPHF funding.</p> <p>This could be being directly involved in NAP budget design, monitoring, and evaluating its implementation, or even contributing to any part of it. This can be at the local, regional, or national levels. You may count your own organization as part of this indicator.</p> <p>You must report the total ‘number’ of CSOs supported and are not required to use the unit of ‘percentage’. In cases where you want to provide a percentage in addition to the number, this is calculated by dividing the total number of CSOs involved in NAP1325, by the total number of CSOs in the target area. For example, 28% (5 out of 18 CSOs).</p> <p>Where applicable, disaggregate the indicator by the type of organization. For example, a women’s rights organization, women-led organization, youth-led organization, or disability-focused organization.</p> <p><i>Alternative use:</i> In some cases, civil society actors are not organizations but may refer to journalists or other individuals involved in NAP1325. In this case, you would count the number of people involved, and disaggregate accordingly.</p>
<b>Impact Indicator 1.2</b> Number/types of propositions by civil society that are included into policy documents	<p>This is both a quantitative and qualitative indicator and counts the number and types (description) of propositions or demands made by CSOs (or civil society actors), which have successfully been integrated into documents or policies related to the implementation of the women, peace and security (WPS) agenda, as a result for your project funded by WPHF.</p>

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

<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 WPS agenda is provided to communities”.

Use <b>BOTH</b> Reach Indicators. Place your reach indicators at the Outcome level	
<p><b>Reach Indicator 1:</b> Number of people directly benefiting from the response (by sex, age group, or other variables)</p>	<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 households, stakeholder, etc.), if needed.</p>
<p><b>Reach Indicator 2:</b> Number of people indirectly benefiting from the response</p>	<p>Indirect beneficiaries refer to other 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 influence and advocate for WPS agenda	<p>This is a quantitative indicator and counts the total number of CSOs that have been supported or who received capacity building to strengthen their advocacy or coordination for the Women Peace and Security agenda (WPS) implementation, through your project funded by WPHF.</p> <p>Capacity building can refer to any training, technical assistance, or coaching/mentoring in topics and strategies your organization has implemented to help CSOs effectively influence or advocate for WPS. Some examples include training on advocacy skills, human rights, WPS agenda, working with media, monitoring of implementation of WPS commitments, etc. This can also include coalition building or supports such as accompaniment or coaching of CSOs or women groups/associations.</p> <p>Disaggregate the indicator by the type of organization. For example, a women's rights organization, women-led organization, youth-led organization, or disability-focused organization.</p>
Types of tools developed by CSOs for better coordination, monitoring and accountability systems	<p>This is a qualitative indicator and describes the various tools, strategies or processes established through your project by CSOs (including your organization), to facilitate coordination with other organizations or authorities or to help monitor implementation of WPS commitments.</p> <p>Some examples can include monitoring systems or tracking tools on the implementation of WPS commitments, including mobile applications, online platforms, joint monitoring between CSOs and communities, community scorecards to demonstrate progress on implementation, research products for dissemination, checklists, gender-based analysis tools, developing shadow reports, etc.</p>
Number of awareness raising campaigns and/or events conducted on	<p>This is a quantitative indicator which captures the total number of campaigns or awareness raising meetings, or advocacy events, that are conducted on WPS agenda and associated topics with local authorities, the general public, or other</p>

Suggested Outcome Indicators	Definitions
WPS agenda and frameworks with local authorities and stakeholders	stakeholders at local, regional, or national levels. It does not include training or capacity building. You may also want to track the number of participants in the campaigns and events.

## 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:

- **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 + CSOs involved in NAP1325 design, budgeting, and implementation + (disaggregated by type of CSO)
- Number of + awareness campaigns conducted on WPS agenda + (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 CSOs involved in NAP1325 design, budgeting and implementation”, at the start of your project maybe there are 2 CSOs (out of 10) in your target area that are involved in NAP1325. 2 would be your baseline.*

*If also using “percentage” (in addition to number), this would mean 2 (or 20%) out of 10 CSOs are involved. 2 (20%) would be your baseline.*

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

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

*For the indicator, “Number of awareness campaigns conducted on WPS agenda”, at the start of your project there may have been no campaigns 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 CSOs involved in NAP1325 design, budgeting, and implementation”, maybe you feel that through your interventions, the baseline of 2 CSOs will increase, at which point your target could be 5 CSOs, for example.*

*Another example, using the indicator of “Number of awareness campaigns conducted on WPS agenda”, your project is planning to conduct 5 campaigns, this 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.*