Women's Peace & Humanitarian Fund ▷▷▷
A United Nations & Civil Society Partnership

Indicator Tip Sheet for Institutional Funding
WPHF Impact Area 1: Enabling Environment for Women Peace and Security (WPS)

The following tip sheet provides guidance to WPHF grantees receiving institutional funding 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[1].

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[2] as relevant to your projects.

Expected Results	Indicators	Means of Verification/ Sources	Activities	Budget
Impact Enhanced role of civil society organizations in advocating for and ensuring accountability on WPS commitments[3]	Select at least two (2): 1.1 Average number of months organization can be sustained as a result of institutional funding 1.2 Number/Types of adaptive strategies, tools or systems adopted by organization for continuity of operations 1.3 Development of risk management and contingency plans or strategies for organization	Document Review, Observation, or Interviews Document Review, Observation Document Review of plans		
Outcome(s)[4] Develop outcome statement(s) based on your project.	Include the reach indicators at the outcome level: R1. Number of people directly benefiting from the response (by sex,	Document Review/ Participant Lists		

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[1] 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.
[2] 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.
[3] The **impact** is the longer-term change of the project that is expected to occur as a result of the outcome(s) being achieved. For institutional funding, this change is at the organizational level. It does not mean the change occurs at the national level.
[4] **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"*.

Expected Results	Indicators	Means of Verification/ Sources	Activities	Budget
	age group, or other variables[5]) **AND** develop 1-2 additional indicators for each outcome that captures the change of your project.	To be determined by the grantee		
Output (s)[6] Develop a set of outputs for each 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 two** impact level indicators; and
- **Direct beneficiary** indicator

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
Impact Indicator 1.1 Average number of months organization can be sustained as a result of institutional funding	This is a quantitative indicator which indicates the total number of months, on average, that your organization can continue and sustain itself as a result of the funding provided by WPHF. It can include months beyond the project period. Calculations should be made based on the number of months your organization can: i) retain the same number of staff; ii) provide staff salaries; or iii) pay rent, electricity, internet, and other operating costs.
Impact Indicator 1.2 Number/Types of adaptive strategies, tools or systems adopted by organization for continuity of operations	This indicator is both numeric and descriptive. It counts the number and types (description) of new strategies, tools, or technologies developed in your organization to help continue your work related to the WPS agenda and/or gender-responsive humanitarian response. This can include new IT infrastructure, software, computer systems, and new ways of working (e.g. mobile technologies or remote working, etc.). It can also include new approaches or strategies put in place such as resource mobilization strategies, human resource strategies, continuity plans or any other strategy that will support your organization to continue its operations in fragile environments.
Impact Indicator 1.3 Development of risk management and contingency plans or strategies for organization	This is a qualitative indicator which describes if you have developed or updated your risk management strategy, contingency plans, humanitarian or emergency strategy, pandemic response plans, or any other plan or strategy that will strengthen your organization's ability to carry out its work and mission for peace and supporting women, including young women, in crises and conflict affected contexts.
AND use the reach indicator at the Outcome level	

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[5] Other variables (or **disaggregation**) can include disability, IDPs or refugees, women-headed households, etc., if needed.
[6] An **output** is concrete deliverable, product or service provided as a result of activities implemented. An example of an output statement is: *"Awareness sessions with staff on organizational contingency plans provided".*

Required Indicators	Definitions
Reach Indicator 1: Number of people directly benefiting from the response (by sex, age group, or other variables)	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. For institutional funding, the direct beneficiaries are the staff of your organization, volunteers or members who receive training through institutional funding. 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, IPDs, refugees or host community members, women-headed households, stakeholder, etc.), if needed.

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/Percentage of staff or volunteers with new knowledge on adopted organizational tools and strategies	This is a quantitative indicator and counts the total number of staff or volunteers of your organization that have gained new knowledge of new tools or strategies that you have adopted in the organization. This can be achieved through training, coaching, or mentoring or working sessions you conduct in the organization. Disaggregate this indicator by sex and age group (under 18 years old and over 18 years old).
Amount of funds mobilized as a result of new resource mobilization strategies	This is a quantitative indicator which demonstrates how much of additional funding you have secured as a result of improving resource mobilization strategies in your organization. This can be in the local currency or in U.S dollars.
Number of staff or volunteers adopting new ways of working to continue delivering to communities	This is a quantitative indicator which captures the total number of staff or volunteers in your organization that are using new tools such as tele-work, mobile messaging or other strategies in the organization based on institutional funding. Disaggregate this indicator by sex and age group (under 18 years old and over 18 years old).

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'*[7].

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.

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[7] OECD Glossary of Key Terms in Evaluation and RBM (2002) https://www.oecd.org/dac/evaluation/2754804.pdf

- **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 of + staff or volunteers with new knowledge on strategies, tools or systems adopted by organization for continuity of operations + (disaggregated by sex)
- Number of + staff or volunteers trained on new contingency plans for the organization + (disaggregated by sex)

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 staff or volunteers with new knowledge on strategies, tools or systems adopted by the organization for continuity of operations", at the start of your project maybe no staff have knowledge on these tools/strategies. This means your baseline would be 0.

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

For the indicator, "Number of new information technology (IT) tools installed in the organization", at the start of your project no IT tools existed. This means your baseline would be 0.

Targets are where you want to be by the end of your project. Targets need to be realistic and aligned with the intervention. All indicators should have a target. Here is an example:

For the indicator, "Number of staff or volunteers with new knowledge on strategies, tools or systems adopted by the organization for continuity of operations, your project is planning to conduct one training with all 20 staff. Your target then would be: 20 staff.

Means of Verification and Sources

Each indicator in the results framework also requires a means of varication 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.*