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LAND TECHNOLOGY SOLUTIONS (LTS) PROJECT

Monitoring, Evaluation and Learning Plan

MAY 2017

This document was produced for review by the United States Agency for International Development. It was prepared by SSG-Advisors under the Land Technology Solutions (LTS) contract.

Land Technology Solutions Project

Monitoring, Evaluation and Learning Plan

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CONTENTS

ACRONYMS

A/COR	Alternate Contracting Officer's Representative
ADS	USAID's Automated Directives System
CO	Contracting Officer
COP	Chief of Party
COR	Contracting Officer's Representative
CLA	Collaborative Learning Agenda
DQA	Data Quality Assessment
GCC	Global Climate Change
IPs	Implementing Partners
LTS	USAID's Land and Technology Solutions Project
MAST	Mobile Applications to Secure Tenure
ME&L	Monitoring, Evaluation and Learning
MELP	Monitoring, Evaluation and Learning Plan
PIRS	Performance Indicator Reference Sheet
SSG	SSG Advisors
USAID/E3/LU	United States Agency for International Development's Office of Land and Urban under the Bureau of Economic Growth, Education, and Environment

1.0 INTRODUCTION

In March 2017, SSG Advisors (SSG) was awarded the USAID Land Technology Solutions (LTS) project, the purpose of which is to improve land and resources governance and strengthen property rights for all members of the society in developing countries, especially women, through the use of mobile technology. By piloting, improving, and preparing MAST for scaling, the LTS project will enable host-country stakeholders to document land rights effectively and efficiently. SSG will work with USAID's suite of Mobile Applications to Secure Tenure (MAST) to satisfy each of the objectives of the LTS project:

- Create Agency land technology tools and resources;
- Support rapid country assessments to determine applicability and feasibility of utilizing and implementing MAST;
- Create and adapt 'fit for purpose' technologies to the country context, including gender considerations, and Mission and host-country needs;
- Pilot MAST to test the product; and
- Create evidence and documentation on the pilot with recommendations for future scaling by USAID Missions or host-countries.

MAST is a fit-for-purpose framework that combines innovative technologies and delivery methods to engage citizens in the process of effectively and efficiently inventorying and documenting land and resource rights. The MAST mission is to facilitate and accelerate inclusive and participatory processes for inventorying and documenting land and resource rights by representing the newest ideas and best practices in land information systems, land administration and management. MAST is innovative, participatory, global, and inclusive, which will be tailored to pilot circumstances based on findings discovered in the in-country needs assessments.

In accordance with the requirements of USAID AID-OAA-C-17-00056, SSG has developed the Monitoring, Evaluation and Learning Plan (MELP) to: 1) specify how LTS will collect, manage, analyze, and report data to measure the effectiveness of LTS activities and adapt activities based on ongoing learning; 2) support a rigorous Learning Agenda that generates evidence to be used in MAST pilots; and 3) outline how LTS will share monitoring, evaluation, and learning (ME&L) findings and lessons learned with key stakeholders, including USAID Missions and host country stakeholders, in order to promote replication and/or scaling of MAST pilots introduced as part of LTS. The Monitoring, Evaluation, and Learning activities will occur across all three technical components of LTS:

- Task 1: New MAST GitHub Project and a Land Technology Learning Platform, which is concerned with optimizing MAST deployment and develop a MAST learning portal within www.land-links.org for engagement with other land technology projects and activities;
- Task 2: MAST Communications and Pilot Preparations, which seeks to develop communications, training, and marketing materials for MAST; and
- Task 3: Engaging with USAID Missions to Pilot MAST and Learning, which is concerned with engaging Missions and host governments to pilot MAST and to develop sustainability plans for subsequent scale-up of MAST

The plan serves as an overall guide for management and implementation of monitoring, evaluation and learning activities across these tasks to ensure consistency in indicator monitoring and data quality standards, as well as to help organize performance management tasks. The MELP is a 'living' document

to be used and updated by the project team during LTS implementation, and tailored, as needed, to each specific Pilot. The MELP describes the LTS Theory of Change and results framework, the monitoring, evaluation and learning approach, the data collection and reporting plan, and indicators/targets that are to be collected by the M&E Manager over the life of the project.

2.0 LTS FRAMEWORK

2.1 THEORY OF CHANGE

At its highest level, the LTS Theory of Change proposes that MAST technology and its inclusive and participatory delivery method can help to address barriers that inhibit local land rights and resources demarcation and documentation, thereby improving land governance and resource management and strengthening property rights for all members of the society in developing countries, including women. The LTS Results Framework below (see Section 2.2) illustrates this theory of change, describes the specific results expected from project activities, and proposes indicators that will highlight progress toward achieving these results.

MAST is both a technology and approach for inventorying land resources and documenting land rights in an inclusive, participatory, and cost- and time-effective manner. Implementation of MAST requires an ME&L plan that links access to reliable and comprehensive information about MAST, understanding its flexibility and range of application, and field evidence to demonstrate its effectiveness and efficiency. LTS understands that successful piloting of MAST will be contingent on meeting the following conditions:

> ***Access to necessary and sufficient information about MAST.*** Missions, host-countries, and strategic partners must be able to develop a clear and comprehensive understanding of the MAST technology and approach. A coherent, consistent, and authoritative body of information about MAST must be collected and organized for easy reference so potential users can understand what MAST is and what it is not. (Task 1).
>
> ***The information resources to implement MAST solutions***. For replication and scaling to occur, MAST implementers, whether Missions, host-country governments, or others, will need user-friendly tools and communication resources to help them develop an implementation strategy for MAST that is geared to their specific local contexts. Information packages, technology deployment and implementation guides, country experiences and lessons learned will help potential users assess how this 'fit for purpose'[1] technology and delivery framework can respond appropriately to local technological, legal, governance, administrative, sociological, and environmental contexts. (Task 2).
>
> ***Field-based evidence for comparing MAST appropriateness and effectiveness relative to other land documentation and administration approaches.*** For replication and scaling to occur, Missions and host-countries must have access to field-based experiences and results that

[1] Please refer to joint FIG/ World Bank Publication on Fit-for-Purpose Land Administration: http://www.fig.net/resources/publications/figpub/pub60/figpub60.asp

demonstrate that MAST is "fit for purpose," highly adaptable, and feasible for a local context. These approaches are expected to be more cost and time effective, inclusive, and impactful than traditional land demarcation and documentation approaches in that host country (Task 3).

Additionally, Missions, host-countries, and strategic partners who demonstrate greater commitment to inclusiveness and equity through land governance reforms and land ownership outcomes can be expected to realize broader and more sustainable benefits from MAST implementation.

Through a review of literature, interactions with USAID and other partners, review of evidence based information reported by existing MAST implementations, and performance monitoring of the pilots MAST implemented under LTS, LTS expects to be able to expand the understanding of the value of applying MAST relative to other land information technologies within the specific social, political and economic contexts of a particular host-country. LTS proposes to demonstrate the value of MAST by measuring performance along four dimensions:

1. ***Perception of tenure security and land management capacity:*** The underlying hypothesis is that clarification (and ultimately documentation) of land rights will reduce beneficiaries' concerns about threats to their land rights. These include the risk of various types of disputes, including between neighbors, within families, as well as expropriation by others. Additionally, these may include traditional gender norms that justify either male or female-only land ownership. Given that tenure security has long been hypothesized to improve natural resource management, land investments, and household economic outcomes, collecting and analyzing data on beneficiaries' perceived security is critical to LTS's objective of strengthening property rights for all members of society.

2. ***Cost to register parcels:*** Insufficient research has been conducted into the full range of costs to register land, or how costs may have been distributed across different steps in the land documentation process. The estimated cost of MAST in Tanzania is on the higher end of the comparison for that country, but the pilot's approach appears to have provided land certificates to villagers substantially more quickly than comparison projects.[2] The Cost-Time Effectiveness (CTE) study suggests improving the accuracy of cost estimates, by tracking costs across steps in the land registration and documentation process, may contribute to achieving greater efficiencies in personnel use. LTS will endeavor to document cost and time expenditures across different steps of the implementation, and as such, hopefully contribute toward advancing knowledge about low-cost, participatory approaches to inventorying and documenting land rights. MAST pilots may provide a basis for cost comparison against traditional approaches, and allow LTS to refine implementation to further improve efficiency and lower cost.

3. ***Time to register parcels:*** The Cost-Time Effectiveness (CTE) study in Tanzania concluded that there was little difference in the time it took to register parcels between the MAST process and comparison projects. However, the study noted that the MAST process resulted in a substantially lower overall time to get land certificates into the hands of the landowners, and that MAST's integrated technology and streamlined process was more efficient, inclusive, transparent, and less prone to errors than the traditional systems that were in use in Tanzania.

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[2] Persha, Lauren, Benjamin Linkow, Sebastian Monroy-Taborda and Gwynne Zodrow. March 2017. Cost and Time Effectiveness Study of the Moile Application to Secure Tenure Pilot in Tanzania. 2017 World Bank Conference on Land and Poverty.

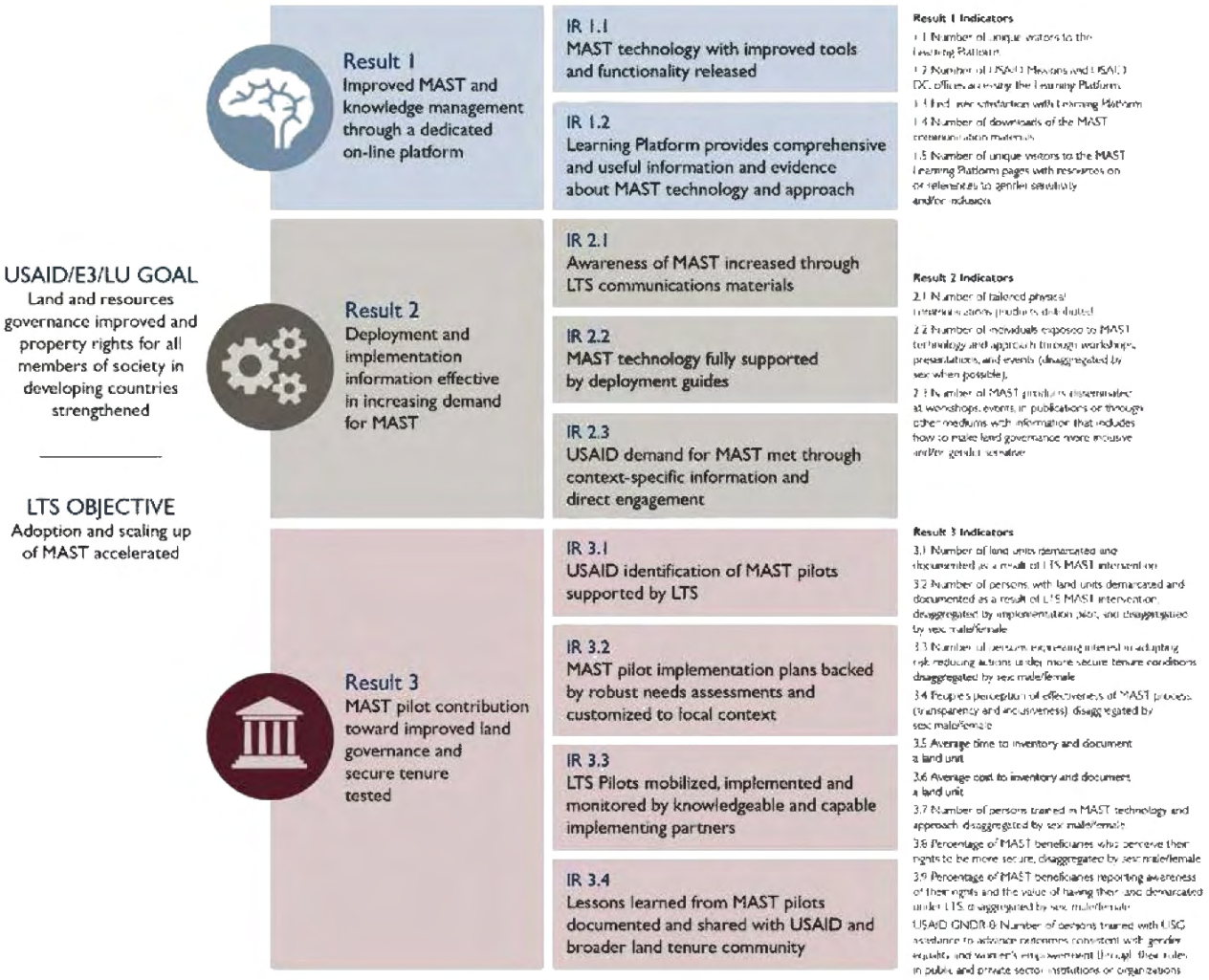
LTS will use the pilots to refine the time measure in an effort to test the cost-time estimate in other settings.

4. ***Empowerment of beneficiaries, including women, men, youth, and underserved or vulnerable groups:*** The hypothesis is that the inclusive implementation of LTS MAST pilots will create transparency about the project, promote participation, and increase understanding of key outcomes, including knowledge of land laws and rights for all beneficiaries, such as women and other vulnerable populations who may currently be left out of community decision-making, and especially decisions regarding the access and use of land. LTS pilots will follow the participatory approach outlined in the implementation guide and pilot-specific implementation plans, including the incorporation of materials specific to vulnerable groups (such as women and youth) which emphasize the importance of having these groups participate in project activities. Documentation of land and resource rights as a result of MAST deployment will also contribute to the empowerment of vulnerable groups.

The current scope of LTS is to facilitate learning from new MAST pilots implemented under its contract framework. However, with USAID facilitation, LTS will gather data, and incorporate, where possible, data and evidence based information from other MAST implementations (i.e. MAST Pilots, LTA Tanzania, ERC/ONF and TGCC) to inform LTS monitoring, evaluation and learning. The data collection task is outlined in the LTS annual work plan and specifies how LTS will analyze, interpret and utilize data from other MAST projects for its learning. LTS will provide USAID both raw data that has been collected as well as the resulting analyses used to build evidence based learning to USAID. This will help LTS to widen its learning horizon on MAST implementations and will also provide useful content for the USAID Land Learning Technology Platform. This will help our team to actively contribute to the learning platform.

The LTS team expects that providing evidence that supports the Theory of Change, combined with existing long-held hypotheses concerning the positive relationship between stronger land tenure and broader economic and environmental outcomes, will provide compelling reasons for increasing investments and scaling up MAST in host countries. Ultimately, LTS aims to demonstrate that MAST is a cost-effective, participatory, and fit-for-purpose technology and approach that can improve land and resource governance and strengthen property rights for communities in developing countries.

2.2 LTS RESULTS FRAMEWORK



3.0 LTS PLAN FOR MONITORING AND EVALUATION

3.1 MONITORING AND EVALUATION STRUCTURES AND FUNCTIONS

The ME&L Plan will be managed by the LTS Monitoring, Evaluation and Learning (ME&L) Manager, under the supervision of the Chief of Party (COP). The M&E Manager is responsible for the overall management of the ME&L Plan. The M&E Manager, in collaboration with other LTS staff, is responsible for tracking project progress. As much as possible, the MAST application, specifically the Data Management Infrastructure (DMI), will be used to capture data on quantitative indicators. For more qualitative data, LTS will ensure that comprehensive data collections methods are used to collect data in the field. Data about each indicator will be collected, analyzed and reported according to the methodology described in each indicator sheet. Standard indicators will have Performance Indicator Reference Sheets (PIRS), while custom indicators will have their own reference sheets. Any deviation from the initially agreed targets will be documented and communicated to the COP, in order to make necessary decisions accordingly. As part of the preparation of executing regular activity such as reporting on deliverables, the M&E Manager will review data and data collection methods to ensure that this information continues to meet the implementation and learning objectives of the activity.

3.2 DATA QUALITY AND FLOW: DATA SOURCES, COLLECTION, MANAGEMENT, AND ANALYSIS

Data will be collected on all agreed indicators based on the sources listed in the PIRS. The performance monitoring data will be quantitative as well as qualitative. The following categories represent sources of data that may be used, as feasible:

- MAST Data Management Infrastructure
- Learning Platform Analytics (Google Analytics)
- Software project platform analytics
- LTS Pilot Daily Data Logs
- Pilot country land tenure/administration data
- USAID Land Tenure Studies, Evaluations and Reports
- USAID Implementing Partner Data
- Knowledge gathering from members of land tenure community of practice
- Learning Platform user feedback
- Training information

The MAST software application itself provides an important data collection resource. The update of the technology platform under LTS has integrated statistical reports that can help LTS report on identified indicators. Other data collection tools to be used by LTS include training attendance sheets, training participant assessment questionnaires, perception surveys of beneficiaries and key activity informants regarding perceptions about the MAST technology and approach. Most data collection instruments can

be modified from tested tools to reduce cost and biases, and increase reliability. For the surveys, the team will pre-test survey questions to determine the most appropriate wording and number of questions to obtain relevant information.

3.3 M&E ADAPTIVE MANAGEMENT PROCESS

The LTS Learning Agenda requires the ongoing collection of high quality data to inform decision making within and across LTS Tasks. The following section outlines the ME&L processes and tools that LTS will employ to promote adaptive management.

Design. The LTS ME&L Plan will provide the foundation for monitoring progress of the overall activity. When the project moves into Task 3 and is engaged in the piloting of MAST, Pilot implementation plans will be developed to include custom indicators that will be used to monitor whether the pilot successfully responds to local technological, legal, governance, administrative, sociological, and environmental considerations identified in the needs assessment. Lessons learned from early pilots may be used to develop additional metrics for inclusion in subsequent pilots.

Data Collection. Under Tasks 1 and 2, the M&E Manager will develop and implement data collection solutions for monitoring indicators and for informing how the design and/or implementation of LTS activities could be improved. Data collection tools will include learning and technology platform analytics tracking page views, length of sessions, click-through, and downloads, web-based surveys for evaluating satisfaction with structure and content of the learning platform, and post-workshop/training participant assessment surveys for measuring satisfaction with LTS communications and training efforts and information packages.

While learning will occur across all tasks, the most significant data collection effort will occur in pilots under Task 3. The M&E Manager will make up to two trips to each pilot site, and work closely with and support implementing partners in the collection and analysis of MAST pilot data. This close working relationship with field-based implementing partners will allow LTS review of learnings stemming from implementation of MAST in the field. Data points, such as "Average time to inventory, validate, and document a land unit" will be derived directly from the MAST DMI (i.e. statistical reports, data logs or metadata). To ensure that data collection is efficient and cost effective, the M&E Manager will develop reporting requirements during pilot customization in order to integrate key additional reporting elements (e.g., gender of data collector) into MAST data collection forms, to the extent possible without adding considerable additional burden to the data collector or slowing the data collection process. During pilot implementation, MAST pilot implementing partners, supported by the M&E Manager, will work with implementing partners to ensure that supporting qualitative data is collected through surveys and/or key informant interviews. This work will be important to document perceptions of tenure security, with a particular focus on the potential impacts of MAST deployment and implementation on women and other marginalized populations.

Data Quality Review. The M&E Manager will be responsible for ensuring that all data is compliant with ADS 201 data quality standards. For Task 3 pilot data, the M&E Manager will ensure that data quality guidelines are integrated into deployment and training materials, and that data collection tools are developed and implemented following the standards outlined in the PIRS. The M&E Manager will also conduct in-depth data quality reviews of key indicators using the Data Quality Checklist included in Annex 2 to identify any systemic data quality challenges. Any data quality issues identified will be summarized in the ME&L section of the following annual report with an explanation of how the issue will be addressed moving forward.

Data Management and Analysis. Various tools will be used for the analysis of data. LTS will maintain an Excel database of stakeholders and their characteristics, as well as training participants and their characteristics, to facilitate analyses across organizations and other disaggregation criteria. Depending on the complexity of the surveys, the team may develop coding schemes to analyze participant responses. Every effort will be made to quantify data. Data will be analyzed to determine achievement against each ME&L Plan indicator and to learn lessons for further improvement. Where possible, the data will be disaggregated in a number of dimensions, including gender, geographical region, LTS activity, and stakeholder type. For specific disaggregation, refer to the Indicator Table.

To ensure that the data is useful, in order to facilitate the timely monitoring of pilot results, early identification of implementation issues, and dissemination of MAST evidence, Task 3 pilot data will be collected and displayed in a format determined in consultation with USAID. LTS will also consult with USAID on the extent of distribution of the pilot data. The M&E Manager will ensure that pilot data is available in a timely manner to support the LTS goal of disseminating evidence to support the replication and scaling up of MAST.

LTS will ensure that the data collected and used by the team meet the standards of validity, integrity, precision, reliability, and timeliness as outlined in the USAID Evaluation Strategy. The Data Quality Assessment checklist located in Annex 2 will guide the team as it reviews the LTS indicators. The LTS M&E Manager will be responsible for assessing the strengths and weaknesses of the chosen indicators prior to submission of each annual report. The LTS M&E Manager is also responsible for keeping a record of all issues related to data quality, along with actions taken.

3.4 REPORTING

Once data have been analyzed, they will be reported to USAID in monthly updates as well as Quarterly and Annual Reports, as determined in consultation with USAID. ME&L Sections of Quarterly Reports will include a description of ME&L activities conducted that quarter, progress toward achievement of key indicators, and analysis of findings. In addition, the M&E Manager will support the Communications Specialist with performance data for the development of success stories detailing notable LTS accomplishments, which will be disseminated to key stakeholders as determined in the work plan, and agreed upon with USAID. These are described below.

In order to provide regular updates to USAID and key stakeholders of the LTS Project, various types of reports will be generated and shared internally and externally, as agreed upon with USAID in advance. Reports will include:

- Platform analytics: Analytics data will be gathered continuously and reported quarterly
- Key Informant Interviews and notes: LTS will maintain notes on meetings with USAID and key stakeholders

- Quarterly Learning reflection thoughts: These reports will be shared with the COP and the LTS team to keep them informed on the ME&L process, to encourage internal discussion, and to facilitate adaptive management.
- Project Work Plan: The LTS Work Plan will be updated at the beginning of each activity year
- Monitoring reports: M&E Manager will summarize activities and observations from pilot site visits as inputs for LTS communications products
- Quarterly Performance Monitoring Reports: LTS Quarterly Reports will include progress against each ME&L Plan indicator
- Annual Performance Monitoring Reports: LTS Annual Performance Reports will include progress against each ME&L Plan indicator
- End of Project Report: LTS End-of-Project report will summarize LOP ME&L data and lessons learned.

3.5 ME&L BUDGET

SSG's budget for ME&L is limited, and LTS will focus these limited resources on documenting and disseminating results from MAST pilots. LTS will take full advantage of low-cost analytics and surveys to monitor Learning and Technology Platform usage, and expects as much indicator data as possible to be a byproduct of MAST deployment, rather than reflecting a separate data collection effort. As such, LTS will carefully plan Monitoring and Evaluation activities prior to each pilot or before current MAST activities lapse (i.e. TGCC-MAST), and ensure that MAST technology customization is able to capture the required data needed for ME&L purposes. SSG also expects to engage local LTS partners and subcontractors for additional data collection, as needed, and that the M&E Manager will travel to each pilot site up to two times to work closely with LTS pilot staff to design, refine, support, and guide MAST pilot data collection, analysis, and review of learnings. LTS has a limited consulting pool to engage additional technical staff in data collection, if necessary.

4.0 LTS LEARNING AGENDA

The objective of the ME&L program will be to promote learning within and across LTS Tasks to continuously refine LTS activities based on evidence and to generate and disseminate evidence to key stakeholders to promote the deployment, implementation and potentially the replication and scaling of MAST. The following section outlines LTS's Learning Agenda, including a description of learning objectives, evaluation questions, and data collection methods.

The most critical step in the Learning Agenda is to develop measures of how LTS is utilizing M&E data and findings to improve project activities. Tailored knowledge products and communications materials, in particular, can be shared to help build and sustain interest in MAST deployment. The M&E Manager will lead quarterly "pause and reflect" sessions with the LTS team to review ME&L data, and the LTS team will use the outcomes of these sessions to improve implementation of activities in subsequent quarters.

It is anticipated that midway through Year 2, the LTS team will facilitate a virtual Lessons Learned workshop with key stakeholders, including the LTS Team and USAID/E3/LU to capture and disseminate key lessons from early pilot results and findings. Successes and Lessons Learned will also be shared with key stakeholders through MAST workshops under Task 3, and through the development of knowledge

products (assessment frameworks, deployment and implementation guides, gender integration strategies, etc.) that are to be posted on the learning platform (Task 1). Finally, LTS staff will seek opportunities to present LTS findings at relevant international conferences, such as the World Bank's Land and Poverty conference. SSG will coordinate with USAID E3/LU about attending any events outside of DC, considering budget and other implications.

4.1 LEARNING OBJECTIVES FOR TASK 1: MAST TECHNOLOGY CONFIGURATION AND LEARNING PLATFORM

Successful deployment and implementation of MAST requires ongoing improvements to technology solutions, and venues for sharing the increasing body of knowledge about how to successfully deploy and implement MAST. Once the Land Technology Learning Platform is established and throughout pilot implementation, the M&E Manager will use analytics to monitor the geographic (country) locations of visitors to the learning platform, the specific pages that visitors are accessing, how long visitors are spending on specific pages, and what content is being downloaded. The M&E Manager will also use a web-based end-user survey to collect data on the usability of the site, and the relevance and utility of site content.

LTS will use this data to continuously improve the design and content of the learning platform. In addition, LTS will use findings and lessons learned from MAST pilots (Task 3) to continuously improve MAST and to inform the types and content of resources that should be included on the learning platform to stimulate interest in and adoption of MAST.

4.2 LEARNING OBJECTIVES FOR TASK 2: MAST COMMUNICATIONS AND PILOT PREPARATIONS

For MAST to be deployed and implemented appropriately, host country stakeholders must have comprehensive information about the MAST technology and approach as well as more tailored guidance on how MAST can be appropriately deployed and implemented to respond to local technological, legal, governance, administrative, sociological, and environmental options and barriers. Under this Task, the M&E Manager will monitor the development and dissemination of MAST communications materials and deployment and implementation resources (such as the Deployment and Implementation Guides), and assess end-user satisfaction with materials and informational workshops through short participant questionnaires and online surveys. LTS will use survey results to fill knowledge gaps about MAST and improve targeting of information.

Task 2 Key Evaluation Questions

1. To what extent is the MAST communication materials and guides appropriately tailored to end user needs?
2. Are MAST workshop participants satisfied with MAST information and communication materials, including deployment and implementation guides?
3. Are LTS activities increasing demand for deployment of MAST?

4.3 LEARNING OBJECTIVES FOR TASK 3: ENGAGEMENT WITH USAID MISSIONS TO PILOT MAST AND LEARNING

Implementation of Task 3 will generate the most significant evidence to promote the deployment, implementation and potential scaling of MAST in host countries. Under this task, the M&E Manager will combine standard and custom indicators to nourish the LTS learning agenda. Collectively, these indicators will inform four areas which are critical for successful MAST deployment and implementation: feasibility, inclusivity, impact, and sustainability.

MAST pilots will generate direct measures of *feasibility* (cost and time effectiveness), and *inclusivity* (the extent to which the pilot includes beneficiaries, including women, in MAST implementation processes), and indirect measures of *impact* (the extent to which the pilot has improved tenure security or perceptions of security among all beneficiary populations, especially women), and *sustainability* (the extent to which host countries have the financial and technical capacity to deploy and implement MAST without donor support).

Though local technological, legal, governance, administrative, sociological, and environmental conditions will vary across pilots, and require that LTS adapt its participatory implementation approach to meet changing contexts, LTS will endeavor to employ consistent approaches, benefitting from prior MAST implementations, across the pilots to allow for broad comparability. Key to this approach, will be to utilize the MAST software application and integrated statistical reports to allow standardized reporting. LTS needs assessments for each pilot will provide key opportunities to ground MAST implementation plans and learning agenda. Task 3 will result in the generation of knowledge products that will be disseminated to USAID Missions and host-countries to promote adoption and potential scaling of MAST, and will also be used to develop and refine tools and resources for the learning platform (under Task 1).

As indicated in section 2.1 above, LTS intends to facilitate learning from new and existing MAST

implementations. This, however, will require that existing implementations, specifically, Zambia, Burkina, and LTA Tanzania, compile evidence based information and provide to LTS in a readily accessible and readable format. The focus of LTS will remain on facilitating learning from its field based engagements against its proposed indicators that are to be gathered during LTS pilots.

5.0 INDICATORS AND TARGETS

Our LTS Performance Indicator Table includes indicators for measuring achievement of results and promoting learning for each LTS activity. Selection of indicators began with identification of key evaluation questions (see text boxes above) for each outcome identified in our LTS Theory of Change. Once we identified critical areas for measurement, we considered cross-cutting issues of importance to LTS (e.g., climate and gender). We followed USAID's Principles for Digital Development in drafting pilot-level indicators for Task 3. In addition to these LTS indicators, we selected additional custom indicators to monitor the extent to which implementation of MAST pilots appropriately respond to local and context-specific needs and opportunities. While these indicators may not always be a measure of LTS performance (as they may monitor contextual factors outside of the project's control), they will generate important findings that can be shared on the LTS Learning Platform and used to refine MAST implementation in additional countries.

Indicator	Custom/FA Indicator	Method/Source	Targets				
			B	Y1	Y2	Option	LOP
LTS Objective: Adoption and scaling up of MAST accelerated							
Result 1: Improved MAST and knowledge management through a dedicated on-line platform							
1.1 Number of unique visitors to the Learning Platform	Custom	The M&E Manager will monitor Google site analytics to assess awareness of the Learning Platform. Disaggregated by location of visitor.	[3]*				
1.2 Number of USAID Missions and USAID DC Offices accessing the Learning Platform	Custom	The M&E Manager will monitor site analytics and employ a mini-survey to assess use of the Learning Platform. Disaggregated by location.	*				
1.3 End user satisfaction with Learning Platform	Custom	A short, web-based survey will be embedded in the Learning Platform once a quarter to assess how the site may be improved to increase usage. Satisfaction	N/A	75%	90%	90%	85% average across 3 years

[3] For all Asterisks, refer to PIRS for when baseline and targets will be established.

Indicator	Custom/FA Indicator	Method/Source	Targets				
			B	Y1	Y2	Option	LOP
		with Learning Platform usability and content will be measured on a 5-point scale.					
1.4 Number of downloads of the MAST communication materials	Custom	This includes downloads from the Learning Platform. Disaggregated by type of product, content of product (such as gender) and location of visitor.	*				
1.5) Number of unique visitors to the MAST Learning Platform pages with resources on or references to gender-sensitivity and/or inclusion	Custom	The M&E Manager will monitor Google site analytics to assess visitors to pages with these resources or references. The pages will be determined in advance to monitoring and a list will be maintained. This will be disaggregated by location of visitor.	*				
Result 2: Deployment and implementation information effective in increasing demand for MAST							
2.1 Number of tailored physical communications products distributed	Custom	Monitored by the M&E Manager and Communications Manager, and documented by copies of products. Disaggregated by type of product, location of audience, and organizational affiliation of audience.	*				
2.2 Number of individuals exposed to MAST technology and approach through workshops, presentations, and events (disaggregated by sex when possible)	Custom	Monitored by the M&E Manager and documented by tracking at events. Disaggregated by type of event, individual's institutional affiliation, and gender.	*				
2.3 Number of MAST products disseminated at, workshops, events, in publications or through other mediums with information that includes how to make land	Custom	Monitored by the M&E Manager and documented by tracking at events. Disaggregated by type of event and product.	*				

Indicator	Custom/FA Indicator	Method/Source	Targets				
			B	Y1	Y2	Option	LOP
governance more inclusive and/or gender-sensitive.							
Result 3: MAST pilot contribution toward improved land governance and secure tenure tested							
3.1 Number of land units demarcated and documented as a result of LTS MAST intervention	Modified FA Indicator	These are parcels which will be entered into the MAST system. References FA Indicator EG.10.4-5. This indicator will be disaggregated by: a) land units demarcated, and b) land units documented.	*				
3.2 Number of persons, with land units demarcated and documented as a result of LTS MAST intervention, disaggregated by implementation pilot, and disaggregated by sex: male/female.	Modified FA Indicator	This is a complement to the above indicator. It will be calculated by the number of individuals whose name appears in the MAST land unit record. This will be an output of MAST deployment (collected using mobile technologies). This will be disaggregated by sex. References FA Indicator EG.10.4-5. This indicator will be disaggregated by: a) land units demarcated, and b) land units documented.	*				
3.3 Number of persons expressing interest in adopting risk-reducing actions under more secure tenure conditions, disaggregated by sex: male/female.	Custom	As part of an assessment of perceptions about MAST quality and effectiveness, a pre- and post-pilot survey could capture a range of information from potential and actual beneficiaries, local government actors, implementing partners, and the land tenure community. Risk-reduction practices include: NRM/water/soil conservation planning and implementation. Perception of security will come from indicator below. This indicator could contribute to another FA indicator that is important for Global	*				

Indicator	Custom/FA Indicator	Method/Source	Targets				
			B	Y1	Y2	Option	LOP
		Climate Change. This will be disaggregated by sex.					
3.4 People's perception of effectiveness of MAST process, (transparency and inclusiveness), disaggregated by sex: male/female.	Custom	As part of an assessment of perceptions about MAST quality and effectiveness, a pre- and post-pilot survey would capture a range of information from potential and actual beneficiaries, local government actors, implementing partners, and the land tenure community. This will be disaggregated by sex and location.	*				
3.5 Average time to inventory and document a land unit	Custom	This measure would attempt to replicate and refine the Cost Time Assessment conducted by E3 for MAST Tanzania. This will be an output of MAST deployment monitored by the M&E Manager. Disaggregated by village. This indicator will be disaggregated by: a) time to demarcate land unit, and b) time to document land unit.	*				
3.6 Average cost to inventory and document a land unit	Custom	This measure would attempt to replicate and refine the Cost Time Assessment conducted by E3 for MAST Tanzania. This will be an output of MAST deployment monitored by the M&E Manager. Disaggregated by village and a) time to demarcate land unit, and b) time to document land unit.	*				
3.7 Number of persons trained in MAST technology and approach, disaggregated by sex: male/female.	FA Indicator	FA Indicator EG.10.4-2 documented by training sign-in sheets. This will be disaggregated by sex and type of training.	*				
3.8 Percentage of MAST beneficiaries who perceive their rights to be more secure,	FA Indicator	FA indicator EG.10.4.6 that will be captured through the same pilot pre- and post- survey which will capture indicators	*				

Indicator	Custom/FA Indicator	Method/Source	Targets				
			B	Y1	Y2	Option	LOP
disaggregated by sex: male/female.		3.3, 3.4, and 3.9. Disaggregated by male, female, individual, joint.					
3.9 Percentage of MAST beneficiaries reporting awareness of their rights and the value of having their land demarcated under LTS, disaggregated by sex: male/female.	Modified FA Indicator	FA indicator that will be captured through the same pilot pre- and post- survey which will capture indicators 3.3, 3.4, and 3.8. This will be disaggregated by sex and village. References FA indicator EG.10.4.6	*				
GNDR-8: Number of persons trained with USG assistance to advance outcomes consistent with gender equality and women's empowerment through their roles in public and private sector institutions or organizations.	FA Cross-cutting indicator	This indicator will be a composite of indicators 2.2 and 3.7. It will be documented by training sign-in sheets. This will be disaggregated by sex and type of training.	*				

6.0 ANNEXES

ANNEX 1: PERFORMANCE INDICATOR REFERENCE SHEETS

Performance Indicator Reference Sheet - Custom Indicator			
Name of Indicator: 1.1 Number of unique visitors to the Learning Platform			
DESCRIPTION			
Precise Definition(s). Number of unique individuals who access the Learning Platform. Repeated access by the same individual is counted only once.			
Unit of Measure: Individuals			
Disaggregated by: Country – no additional information is available on Google Analytics			
Justification & Management Utility: LTS is designed to increase demand for MAST information. The MAST Learning Platform will be the clearinghouse for MAST related information. Access to the Learning Platform will measure of interest from individuals for learning about MAST.			
Baseline Value: To be established when LTS gains access to Learning Platform Google Analytics			
PLAN FOR DATA ACQUISITION			
Data Collection Method: Analysis of Google Analytics			
Method of Data Acquisition by USAID: Reported by LTS to USAID in program reporting			
Data Source: Google Analytics			
Frequency and Timing of Data Acquisition: On-going – Google Analytics is available on demand			
Estimated Cost of Data Acquisition: Included in ME&L costs			
Individual Responsible at Program: M&E Manager			
DATA QUALITY ISSUES			
Date of Initial/Previous Data Quality Assessment: N/A			
Date of Future Data Quality Assessments: Annually			
Known Data Limitations and Significance (if any): N/A			
Actions Taken or Planned to Address Data Limitations (if any): N/A			
Procedures for Future Data Quality Assessments: M&E Manager will maintain regular contact with the USAID/E3/LU's Communications and Learning Manager to ensure that the data is being captured accurately and to anticipate any issues with data collection. DQA checklist provided with MELP will serve as a guide.			
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING			
Data Analysis Method: Disaggregation of data; aggregation of data over time			
Presentation of Data: Charts, tables, graphs			
Reporting of Data: COP will review and submit report to the COR quarterly			
OTHER NOTES			
Notes on Baselines/Targets: N/A			
Other Notes: N/A			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2017/18			
2018/19			
THIS SHEET LAST UPDATED BY: Roberto Martin **ON:** May 2017			

Performance Indicator Reference Sheet - Custom Indicator			
Name of Indicator: 1.2 Number of USAID Missions and USAID DC Offices accessing the Learning Platform			
DESCRIPTION			
Precise Definition(s). Number of countries (if USAID overseas Mission), or offices (if USAID HQ) of visitors accessing the Learning Platform. The Learning Platform refers to the Land Technology Learning Platform that will be deployed as part of LTS, and which will be hosted on the Land-Links website.			
Unit of Measure: Number (Missions and DC offices)			
Disaggregated by: Country – no additional information is available on Google Analytics			
Justification & Management Utility: LTS project will work with USAID to deploy a MAST Learning Platform within land-links, expected to become a knowledge portal for sharing information, lessons learned, and best practices for implementing and scaling MAST. As the primary audience for Land Links is USAID staff, this indicator will measure source (country/office) of demand.			
Baseline Value: To be established when LTS gains access to Learning Platform Google Analytics			
PLAN FOR DATA ACQUISITION			
Data Collection Method: M&E Manager will analyze Google Analytics to determine country location. Google Analytics does not identify organizational affiliation of visitors, so a mini-survey disseminated in the Land Matters e-newsletter will help LTS triangulate USAID organizational affiliation.			
Method of Data Acquisition by USAID: Reported by LTS to USAID in program reporting			
Data Source: Google Analytics and mini-survey			
Frequency and Timing of Data Acquisition: On-going for Google Analytics, quarterly for mini-survey			
Estimated Cost of Data Acquisition: N/A			
Individual Responsible at Program: M&E Manager			
DATA QUALITY ISSUES			
Date of Initial/Previous Data Quality Assessment: N/A			
Date of Future Data Quality Assessments: Annually			
Known Data Limitations and Significance (if any): Difficulty in determining Mission and DC-office affiliation with USAID from Google Analytics due to privacy concerns.			
Actions Taken or Planned to Address Data Limitations (if any): The mini-survey will supplement the Google Analytics to get qualitative data concerning use of the Learning Platform.			
Procedures for Future Data Quality Assessments: M&E Manager will maintain regular contact with the USAID/E3/LU's Communications and Learning Manager to ensure that the data is being captured accurately and to anticipate any issues with data collection. DQA checklist provided with MELP will serve as a guide.			
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING			
Data Analysis: The number of Missions and DC Offices accessing the Learning Platform provides important data that can be used to gauge usefulness of materials on the Learning Platform, as well as general interest in and demand around MAST.			
Presentation of Data: Charts, tables, graphs			
Reporting of Data: COP will review and submit report to the COR quarterly			
OTHER NOTES			
Notes on Baselines/Targets: N/A			
Other Notes: N/A			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2017/18			
2018/19			
THIS SHEET LAST UPDATED BY: Roberto Martin **ON:** May 2017			

Performance Indicator Reference Sheet - Custom Indicator			
Name of Indicator: 1.3 End user satisfaction with Learning Platform			
DESCRIPTION			
Precise Definition(s). The Learning Platform refers to the Land Technology Learning Platform that will be deployed as part of LTS, and which will be hosted on the Land-Links website.			
Unit of Measure: 5-point scale			
Disaggregated by: N/A			
Justification & Management Utility: LTS project will work with USAID to deploy a MAST Learning Platform within land-links, expected to become a knowledge portal for sharing information, lessons learned, and best practices for implementing and scaling MAST.			
Baseline Value: N/A			
PLAN FOR DATA ACQUISITION			
Data Collection Method: A short, web-based survey related to usability and content will be embedded in the Learning Platform			
Method of Data Acquisition by USAID: Reported by LTS to USAID in program reporting			
Data Source: Survey			
Frequency and Timing of Data Acquisition: Quarterly			
Estimated Cost of Data Acquisition: N/A			
Individual Responsible at Program: M&E Manager			
DATA QUALITY ISSUES			
Date of Initial/Previous Data Quality Assessment: N/A			
Date of Future Data Quality Assessments: Annually			
Known Data Limitations and Significance (if any): N/A			
Actions Taken or Planned to Address Data Limitations (if any): N/A			
Procedures for Future Data Quality Assessments: M&E Manager will maintain regular contact with the USAID/E3/LU's Communications and Learning Manager to ensure that the data is being captured accurately and to anticipate any issues with data collection. DQA checklist provided with MELP will serve as a guide.			
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING			
Data Analysis: Activities that contribute to this indicator create useful qualitative data that can be used to assess how the site may be designed to increase usage.			
Presentation of Data: Charts, tables, graphs			
Reporting of Data: COP will review and submit report to the COR quarterly			
OTHER NOTES			
Notes on Baselines/Targets: First survey results will determine baseline. Google analytics will help LTS establish the overall audience and changes in visitation numbers. Targets will be decided following review of initial survey.			
Other Notes: N/A			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2017/18			
2018/19			
THIS SHEET LAST UPDATED BY: Roberto Martin **ON:** May 2017			

Performance Indicator Reference Sheet - Custom Indicator			
Name of Indicator: 1.4 Number of downloads of MAST communication materials			
DESCRIPTION			
Precise Definition(s). Number of times Learning Platform visitors click on a download link to access a MAST product. The Learning Platform refers to the Land Technology Learning Platform that LTS will develop, and which will be hosted on the Land-Links website.			
Unit of Measure: Number of Downloads			
Disaggregated by: Type of product, and country of visitor			
Justification & Management Utility: Increased number and variety of downloads is an indicator or increased interest in the MAST technology and approach. The types of materials receiving more interest provides the LTS team with valuable information for targeting communications materials.			
Baseline Value: N/A			
PLAN FOR DATA ACQUISITION			
Data Collection Method: Review of Google Analytics			
Method of Data Acquisition by USAID: Reported by LTS to USAID in program reporting			
Data Source: Google Analytics			
Frequency and Timing of Data Acquisition: On-going, Google Analytics available on demand			
Estimated Cost of Data Acquisition: N/A			
Individual Responsible at Program: M&E Manager			
DATA QUALITY ISSUES			
Date of Initial/Previous Data Quality Assessment: N/A			
Date of Future Data Quality Assessments: Annually			
Known Data Limitations and Significance (if any): N/A			
Actions Taken or Planned to Address Data Limitations (if any): N/A			
Procedures for Future Data Quality Assessments: M&E Manager will maintain regular contact with the USAID/E3/LU's Communications and Learning Manager to ensure that the data is being captured accurately and to anticipate any issues with data collection. DQA checklist provided with MELP will serve as a guide.			
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING			
Data Analysis: Review of analytics; aggregation and disaggregation of data			
Presentation of Data: Charts, tables, graphs			
Reporting of Data: COP will review and submit report to the COR quarterly			
OTHER NOTES			
Notes on Baselines/Targets: N/A			
Other Notes: N/A			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2017/18			
2018/19			
THIS SHEET LAST UPDATED BY: Roberto Martin **ON:** May 2017			

Performance Indicator Reference Sheet - Custom Indicator			
Name of Indicator: 1.5 Number of unique visitors to the MAST Learning Platform pages with resources on or references to gender-sensitivity and/or inclusion			
DESCRIPTION			
Precise Definition(s). Number of unique individuals who access gender-sensitivity and/or inclusion content on the Learning Platform. Repeated access by the same individual is counted only once.			
Unit of Measure: Individuals			
Disaggregated by: Country – no additional information is available on Google Analytics			
Justification & Management Utility: LTS is designed to increase demand for MAST information. The MAST Learning Platform will be the clearinghouse for MAST related information. Access to gender-sensitivity and/or inclusion content on the Learning Platform will measure of interest from individuals for learning about MAST.			
Baseline Value: To be established when LTS gains access to Learning Platform Google Analytics			
PLAN FOR DATA ACQUISITION			
Data Collection Method: Analysis of Google Analytics			
Method of Data Acquisition by USAID: Reported by LTS to USAID in program reporting			
Data Source: Google Analytics			
Frequency and Timing of Data Acquisition: On-going – Google Analytics is available on demand			
Estimated Cost of Data Acquisition: Included in ME&L costs			
Individual Responsible at Program: M&E Manager			
DATA QUALITY ISSUES			
Date of Initial/Previous Data Quality Assessment: N/A			
Date of Future Data Quality Assessments: Annually			
Known Data Limitations and Significance (if any): LTS will pre-determine and maintain a list of the pages have content on the Learning Platform which sufficiently addresses gender-sensitivity and inclusion, where possible using definitions from USAID.			
Actions Taken or Planned to Address Data Limitations (if any): N/A			
Procedures for Future Data Quality Assessments: M&E Manager will maintain regular contact with the USAID/E3/LU's Communications and Learning Manager to ensure that the data is being captured accurately and to anticipate any issues with data collection. DQA checklist provided with MELP will serve as a guide.			
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING			
Data Analysis Method: Disaggregation of data; aggregation of data over time			
Presentation of Data: Charts, tables, graphs			
Reporting of Data: COP will review and submit report to the COR quarterly			
OTHER NOTES			
Notes on Baselines/Targets: N/A			
Other Notes: N/A			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2017/18			
2018/19			
THIS SHEET LAST UPDATED BY: Roberto Martin **ON:** August 20, 2017			

Performance Indicator Reference Sheet - Custom Indicator			
Name of Indicator: 2.1 Number of tailored physical communications products distributed			
DESCRIPTION			
Precise Definition(s). Number of distinct physical communications products – including fact sheets, information packages, deployment and implementation guides, concept notes, and implementation plans – distributed to various audiences, including USAID HQ and Missions. This includes dissemination via email and other online methods, but excludes downloads of the materials, which are accounted for in indicator 1.4.			
Unit of Measure: Number (communications products)			
Disaggregated by: Type of communication product, country of audience, and organizational affiliation of audience			
Justification & Management Utility: LTS will create information resources, including communications, training, and marketing materials for MAST. These documents, by raising awareness and understanding and increasing capacity, can help to create demand for MAST projects.			
Baseline Value: Data will not be collected on the dissemination of any existing MAST materials, only those designed and developed under the LTS project, and so the baseline is 0 documents.			
PLAN FOR DATA ACQUISITION			
Data Collection Method: LTS Staff will use an excel spreadsheet to track which documents are distributed and to whom. This spreadsheet will be housed in the shared management platform to which all SSG LTS staff and LTS key personnel have access, on SharePoint.			
Method of Data Acquisition by USAID: Reported by LTS to USAID in program reporting			
Data Source: Personnel input into excel spreadsheet			
Frequency and Timing of Data Acquisition: On-going - LTS will maintain a running total of products distributed and will update as products are distributed at LTS events or through other mechanisms.			
Estimated Cost of Data Acquisition: N/A			
Individual Responsible at Program: M&E Manager			
DATA QUALITY ISSUES			
Date of Initial/Previous Data Quality Assessment: N/A			
Date of Future Data Quality Assessments: Annually, prior to ME&L Plan Annual update			
Known Data Limitations and Significance (if any): SSG will not be able to track the extent to which communications products are disseminated indirectly, or from sources that are not part of the LTS project.			
Actions Taken or Planned to Address Data Limitations (if any): SSG will use Google Analytics to track online access and triangulate with Missions that are being engaged.			
Procedures for Future Data Quality Assessments: M&E Manager will maintain regular contact with the Communications Specialist and Project Manager to ensure that the data is being captured accurately and to anticipate any issues with data collection. DQA checklist provided with MELP will serve as a guide.			
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING			
Data Analysis: Communications products and dissemination that contribute to this indicator create important and useful qualitative data that can be used to gauge effectiveness at creating demand for MAST and to adapt communications strategies moving forward.			
Presentation of Data: Charts, tables, graphs			
Reporting of Data: Quarterly			
OTHER NOTES			
Notes on Baselines/Targets: Targets will be set following engagement strategy developed during work planning.			
Other Notes: N/A			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2017/18			

2018/19			
THIS SHEET LAST UPDATED BY: Roberto Martin **ON:** May 16, 2017			

Performance Indicator Reference Sheet - Custom Indicator			
Name of Indicator: 2.2 Number of individuals exposed to MAST technology and approach through workshops, presentations, and events (disaggregated by sex when possible)			
DESCRIPTION			
Precise Definition(s). These include workshops, presentations, and events that are organized and facilitated by LTS, with approval from USAID, as well as other events where LTS presents on the MAST technology and/or approach.			
Unit of Measure: Number (workshops, presentations, events)			
Disaggregated by: Type of event; sex of participants (Male/Female)			
Justification & Management Utility: Awareness of MAST and the LTS project are important for increasing demand for MAST and for gathering feedback from members of the land tenure community.			
Baseline Value: 0			
PLAN FOR DATA ACQUISITION			
Data Collection Method: Sign-in sheets at workshops, presentations, and events			
Method of Data Acquisition by USAID: Reported by LTS to USAID in program reporting			
Data Source: Sign-in sheets			
Frequency and Timing of Data Acquisition: On-going, as events take place			
Estimated Cost of Data Acquisition: N/A			
Individual Responsible at Program: M&E Manager			
DATA QUALITY ISSUES			
Date of Initial/Previous Data Quality Assessment: Prior to first Annual Report			
Date of Future Data Quality Assessments: Annually, prior to ME&L Plan update			
Known Data Limitations and Significance (if any): Any difficulties on the part of participants filling out the sign-in sheet.			
Actions Taken or Planned to Address Data Limitations (if any): LTS staff present at the event will be available to assist.			
Procedures for Future Data Quality Assessments: M&E Manager will ensure that each data point reported to USAID is supported with documentation and that data are assessed against DQA checklist provided with MELP.			
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING			
Data Analysis: Activities that contribute to this indicator create useful quantitative data that can be used to gauge effectiveness at creating demand for MAST and to adapt communication strategies moving forward.			
Presentation of Data: Charts, tables, graphs			
Reporting of Data: COP will review and submit report to the COR quarterly			
OTHER NOTES			
Notes on Baselines/Targets: Baseline is set at 0, as LTS has not yet conducted events. Targets will be decided following approval of LTS work plan.			
Other Notes: N/A			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2017/18			
2018/19			
THIS SHEET LAST UPDATED BY: Roberto Martin **ON:** August 20, 2017			

Performance Indicator Reference Sheet - Custom Indicator
Name of Indicator: 2.3 Number of MAST products disseminated at workshops, events, in publications or through other mediums with information that includes how to make land governance more inclusive and/or gender-sensitive.
DESCRIPTION
Precise Definition(s). The number of individual copies of MAST products including information on how to make land governance more inclusive and/or gender-sensitive, that are disseminated at workshops, presentations, and events that are organized and facilitated by LTS, with approval from USAID, as well as other events where LTS presents on the MAST technology and/or approach. LTS will take guidance from USAID, but unless otherwise instructed will use the following broad definitions: USAID defines gender sensitivity as the ability to recognize gender issues and especially the ability to recognize women's different perceptions and interests arising from their different social location and different gender roles. Gender sensitivity is considered the beginning stage of gender awareness. The latter is more analytical, more critical, and more "questioning" of gender disparities. Gender awareness is the ability to identify problems arising from gender inequality and discrimination, even if these are not very evident on the surface or are "hidden" (i.e., not part of the general or commonly accepted explanation of what and where the problem lies). The World Bank defines social inclusion as: "The process of improving the terms for individuals and groups to take part in society, and the process of improving the ability, opportunity, and dignity of those disadvantaged on the basis of their identity to take part in society." (Sources: USAID "Gender Terminology", http://pdf.usaid.gov/pdf_docs/pnadl089.pdf and World Bank, http://www.worldbank.org/en/topic/socialdevelopment/brief/social-inclusion)
Unit of Measure: Number of individual copies
Disaggregated by: Type of event
Justification & Management Utility: Awareness of gender-sensitive and social inclusion characteristics of the MAST technology and approach are important for increasing demand for MAST and for gathering feedback from members of the land tenure community.
Baseline Value: 0
PLAN FOR DATA ACQUISITION
Data Collection Method: Tally sheets filled in at workshops, presentations, and events
Method of Data Acquisition by USAID: Reported by LTS to USAID in program reporting
Data Source: Tally sheets from events or sources related to products disseminated through other mediums
Frequency and Timing of Data Acquisition: On-going, as events take place
Estimated Cost of Data Acquisition: N/A
Individual Responsible at Program: M&E Manager
DATA QUALITY ISSUES
Date of Initial/Previous Data Quality Assessment: Prior to first Annual Report
Date of Future Data Quality Assessments: Annually, prior to ME&L Plan update
Known Data Limitations and Significance (if any):
Actions Taken or Planned to Address Data Limitations (if any):
Procedures for Future Data Quality Assessments: M&E Manager will ensure that each data point reported to USAID is supported with documentation and that data are assessed against DQA checklist provided with MELP.
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING
Data Analysis: Activities that contribute to this indicator create useful quantitative data that can be used to gauge effectiveness at creating demand for MAST and to adapt communication strategies moving forward.
Presentation of Data: Charts, tables, graphs
Reporting of Data: COP will review and submit report to the COR quarterly

OTHER NOTES			
Notes on Baselines/Targets: Baseline is set at 0, as LTS has not yet conducted events. Targets will be decided following approval of LTS work plan.			
Other Notes: N/A			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2017/18			
2018/19			
THIS SHEET LAST UPDATED BY: Roberto Martin **ON:** August 20, 2017			

Performance Indicator Reference Sheet
Name of Indicator: 3.1 Number of land units demarcated and documented as a result of LTS MAST Intervention
Contributes to Standard Indicator: EG.10.4-5
DESCRIPTION
Precise Definition(s). The number of land units demarcated and documented. Reporting on this indicator is limited to land units mapped under the LTS pilot. Targets are based on the definition of a land unit whose boundaries are defined and demarcated.
Type of indicator: Outcome
Calculation Model (if applicable): Count
Unit of Measure: Number of parcels (i.e., communities in LTS pilot areas)
Desired Direction: Upwards
Disaggregated by: a) time to demarcate land unit, and b) time to document land unit
Geography: Project selected sites
Rationale or Justification for Indicator: In order to strengthen the protection of land rights in pilot areas, LTS seeks to improve the number of households with land demarcated and documented.
PLAN FOR DATA ACQUISITION BY USAID
Data Collection Method: MAST technology and cloud-based system tracks number of land units demarcated and documented. This data is triangulated with data kept by MAST pilot implementing partners
Data Source: Data is aggregated from MAST DMI and implementing partners quarterly.
Frequency and Timing of Data Acquisition by USAID: Quarterly
Estimated Cost of Data Acquisition: Included in specific activity budget
Data Collected by; MAST system; implementing partners
Individual Responsible at USAID: COR
Individual Responsible at Activity: M&E Manager
Location of Data Storage: Data will be stored at LTS office in Burlington, VT, and in MAST.
DATA QUALITY ISSUES
Date of Initial/Previous Data Quality Assessment:
Date of Future Data Quality Assessments: Following first MAST pilot reporting period
Known Data Limitations and Significance (if any):
Actions Taken or Planned to Address Data Limitations (if any): Training of MAST pilot implementers and continuous supervision of field staff
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING
Data Analysis Method: Data will be analyzed by geographic location (i.e. pilot site)
Responsible for Data Analysis: M&E Manager
Presentation of Data Analysis: Tables, graphs and charts in an excel sheet
Reporting of Data Analysis: COP will review and submit report to the COR quarterly; all disaggregated data will also be submitted to USAID at the time of reporting.
Review and Use of Data Analysis: COP will use the analyzed data for project review and management
CHANGES TO INDICATOR
Changes to Indicator: N/A
Other Notes:
PERFORMANCE INDICATOR VALUES (also specify for disaggregation, if any)
Baseline Timeframe: Baseline is zero therefore no baseline timeframe needed
Rationale for Targets: The baseline is 0 considering the pilots have yet to begin.
THIS SHEET LAST UPDATED BY: Roberto Martin **ON:** May 16, 2017

Performance Indicator Reference Sheet
Name of Indicator: 3.2 Number of persons, with land units demarcated and documented as a result of LTS MAST intervention, disaggregated by implementation pilot, and disaggregated by sex: male/female.
Contributes to Standard Indicator: EG.10.4-5
DESCRIPTION
Precise Definition(s). The number of occupants of the land units demarcated and documented. Reporting on this indicator is limited to land units mapped under the LTS pilot. Targets are based on the definition of occupancy of a land unit whose boundaries are defined and demarcated.
Type of indicator: Outcome
Calculation Model (if applicable): Count
Unit of Measure: Number of individuals
Desired Direction: Upwards
Disaggregated by: Sex (Male/Female), time to demarcate land unit, and time to document land unit
Geography: Project pilot sites
Rationale or Justification for Indicator: In order to strengthen the protection of land rights in pilot areas, LTS seeks to increase the number of households with land demarcated and documented.
PLAN FOR DATA ACQUISITION BY USAID
Data Collection Method: MAST tracks the number of individuals associated with land units demarcated and documented. This data is triangulated with data kept by MAST pilot implementing partners
Data Source: Data is aggregated from MAST DMI and implementing partners quarterly.
Frequency and Timing of Data Acquisition by USAID: Quarterly
Estimated Cost of Data Acquisition: Included in specific activity budget
Data Collected by: MAST system; implementing partners
Individual Responsible at USAID: COR
Individual Responsible at Activity: M&E Manager
Location of Data Storage: Data will be stored at LTS office in Burlington, VT, and in MAST.
DATA QUALITY ISSUES
Date of Initial/Previous Data Quality Assessment:
Date of Future Data Quality Assessments: Following first MAST pilot reporting period
Known Data Limitations and Significance (if any):
Actions Taken or Planned to Address Data Limitations (if any): Training of MAST pilot implementers and continuous supervision of field staff
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING
Data Analysis Method: Data will be analyzed by geographic location
Responsible for Data Analysis: M&E Manager
Presentation of Data Analysis: Tables, graphs and charts in an excel sheet
Reporting of Data Analysis: COP will review and submit report to the COR quarterly
Review and Use of Data Analysis: COP will use the analyzed data for project review and management
CHANGES TO INDICATOR
Changes to Indicator: N/A
Other Notes:
PERFORMANCE INDICATOR VALUES (also specify for disaggregation, if any)
Baseline Timeframe: Baseline is zero therefore no baseline timeframe needed
Rationale for Targets: The baseline is 0 considering the pilots have yet to begin.
THIS SHEET LAST UPDATED BY: Roberto Martin **ON:** August 20, 2017

Performance Indicator Reference Sheet - Custom Indicator			
Name of Indicator: 3.3 Number of persons expressing interest in adopting risk-reducing actions under more secure tenure conditions, disaggregated by sex: male/female.			
DESCRIPTION			
Precise Definition(s). Number of individuals who have had their lands demarcated and documented through the LTS MAST intervention responding positively to survey questions about their interest and/or willingness to adopt risk-reducing actions under more secure tenure conditions. LTS will define Risk-reducing actions in line with GCC criteria.			
Unit of Measure: Number (individuals)			
Disaggregated by: Sex (Male/Female)			
Justification & Management Utility: The LTS theory of change states that individuals who have, or perceive to have, more secure tenure, will be more willing to invest in practices and resources that are more sustainable and economically prudent.			
Baseline Value: TBD when pilot needs assessment conducted			
PLAN FOR DATA ACQUISITION			
Data Collection Method: Survey to be conducted by pilot implementing partner			
Method of Data Acquisition by USAID: Reported by LTS to USAID in program reporting			
Data Source: Survey of individuals whose land is demarcated by LTS			
Frequency and Timing of Data Acquisition: Individuals will be surveyed during demarcation process			
Estimated Cost of Data Acquisition: Implementing partner costs to conduct survey			
Individual Responsible at Program: M&E Manager, COP			
DATA QUALITY ISSUES			
Date of Initial/Previous Data Quality Assessment: N/A			
Date of Future Data Quality Assessments: Annually, prior to ME&L Plan update			
Known Data Limitations and Significance (if any): Respondent bias (social desirability/acquiescence)			
Actions Taken or Planned to Address Data Limitations (if any): Training of survey-taker and explanation of purpose of survey to individual			
Procedures for Future Data Quality Assessments: M&E Manager will ensure that each data point reported to USAID is supported with documentation and that data are assessed against DQA checklist provided with MELP.			
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING			
Data Analysis: M&E Manager will review survey findings and adjust as needed for subsequent surveys			
Presentation of Data: Charts, tables, graphs			
Reporting of Data: COP will review and submit report to the COR quarterly			
OTHER NOTES			
Notes on Baselines/Targets: N/A			
Other Notes: N/A			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2017/18			
2018/19			
THIS SHEET LAST UPDATED BY: Roberto Martin **ON:** August 20, 2017			

Performance Indicator Reference Sheet - Custom Indicator			
Name of Indicator: 3.4 People's perception of effectiveness of MAST process, (transparency and inclusiveness), disaggregated by sex: male/female.			
DESCRIPTION			
Precise Definition(s). Number of individuals whose land was demarcated reporting positive perceptions of MAST effectiveness in survey. Effectiveness will be gauged by questions having to do with transparency and inclusivity			
Unit of Measure: Percentage of individuals			
Disaggregated by: Sex (Male/Female); location			
Justification & Management Utility: Positive perception of MAST process will facilitate transparency and be more impactful by helping to educate communities on land laws and land rights and the benefits and functions of the having formal documentation of those rights.			
Baseline Value: TBD based on pilot needs assessment			
PLAN FOR DATA ACQUISITION			
Data Collection Method: Survey of individuals whose land is being demarcated and documented by LTS (i.e. beneficiaries in locale of LTS intervention).			
Method of Data Acquisition by USAID: Reported by LTS to USAID in program reporting			
Data Source: Individual whose land has been demarcated and documented by LTS			
Frequency and Timing of Data Acquisition: Individuals will be surveyed during demarcation and documentation process			
Estimated Cost of Data Acquisition: Cost to implementing partner to conduct survey			
Individual Responsible at Program: M&E Manager			
DATA QUALITY ISSUES			
Date of Initial/Previous Data Quality Assessment: N/A			
Date of Future Data Quality Assessments: Questions will be reviewed following each survey/pilot			
Known Data Limitations and Significance (if any): Respondent bias (social desirability/acquiescence)			
Actions Taken or Planned to Address Data Limitations (if any): Training of survey-taker and explanation of purpose of survey to individual			
Procedures for Future Data Quality Assessments: M&E Manager will ensure that each data point reported to USAID is supported with documentation and that data are assessed against DQA checklist provided with MELP.			
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING			
Data Analysis: M&E Manager will review survey findings and adjust as needed for subsequent surveys			
Presentation of Data: Charts, tables, graphs			
Reporting of Data: COP will review and submit report to the COR quarterly			
OTHER NOTES			
Notes on Baselines/Targets: N/A			
Other Notes: N/A			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2017/18			
2018/19			
THIS SHEET LAST UPDATED BY: Roberto Martin **ON:** August 20, 2017			

Performance Indicator Reference Sheet - Custom Indicator			
Name of Indicator: 3.5 Average time to inventory and document a land unit			
DESCRIPTION			
Precise Definition(s). The time to inventory and document a land unit divided by the number of land units in the pilot. The LTS team will define the specific implementation methodology and the IP will be trained to track time for each step. The time to inventory and document will be reported separately.			
Unit of Measure: Days			
Disaggregated by: Village			
Justification & Management Utility: LTS SOW states that MAST be customized to provide a cost-effective framework for mapping and documenting land rights relative to traditional methods			
Baseline Value: The Tanzania CTE study will provide a frame of reference for the LTS MAST pilots. Adjustments will be made to take into account changes in methodology and pilot context			
PLAN FOR DATA ACQUISITION			
Data Collection Method: Implementing partner records of time per task; MAST pilot implementation plan; MAST data capture records			
Method of Data Acquisition by USAID: Reported by LTS to USAID in program reporting			
Data Source: LTS program records			
Frequency and Timing of Data Acquisition: Data will be recorded as part of MAST pilot implementation			
Estimated Cost of Data Acquisition: Included in the cost of LTS pilots			
Individual Responsible at Program: M&E Manager			
DATA QUALITY ISSUES			
Date of Initial/Previous Data Quality Assessment: Following implementation of first LTS Mast pilot			
Date of Future Data Quality Assessments: Following each LTS MAST pilot			
Known Data Limitations and Significance (if any): N/A			
Actions Taken or Planned to Address Data Limitations (if any): N/A			
Procedures for Future Data Quality Assessments: M&E Manager will maintain regular contact with pilot Implementing Partners to ensure that data is being captured accurately and to anticipate any issues with data collection. IP will provide any necessary supporting documentation which will be reviewed by M&E Manager. DQA checklist provided with MELP will serve as a guide.			
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING			
Data Analysis: Each step in the MAST implementation process will be reviewed and time data will be aggregated across the steps.			
Presentation of Data: Charts, tables, graphs			
Reporting of Data: COP will review during pilot implementation and submit report to the COR quarterly			
OTHER NOTES			
Notes on Baselines/Targets: Baselines and targets will be set following the first LTS MAST pilot			
Other Notes: N/A			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2017/18			
2018/19			
THIS SHEET LAST UPDATED BY: Roberto Martin **ON:** May 2017			

Performance Indicator Reference Sheet - Custom Indicator			
Name of Indicator: 3.6 Average cost to inventory and document a land unit			
DESCRIPTION			
Precise Definition(s). The cost to inventory and document a land unit divided by the number of land units in the pilot. The LTS team will define the specific implementation methodology; MAST and the Implementing Partner will track time for each step. The cost to inventory and document a land unit will be reported separately.			
Unit of Measure: Local currency converted to USD			
Disaggregated by: Village			
Justification & Management Utility: LTS SOW states that MAST be customized to provide a cost-effective framework for mapping and documenting land rights relative to traditional methods			
Baseline Value: The Tanzania CTE study will provide a frame of reference for the LTS MAST pilots. Adjustments will be made to take into account changes in methodology and pilot context			
PLAN FOR DATA ACQUISITION			
Data Collection Method: MAST Implementing partner records of time per task; MAST pilot implementation plan; MAST data capture records			
Method of Data Acquisition by USAID: Reported by LTS to USAID in program reporting			
Data Source: LTS program records			
Frequency and Timing of Data Acquisition: Data will be recorded as part of MAST pilot implementation			
Estimated Cost of Data Acquisition: Included in the cost of LTS pilots			
Individual Responsible at Program: M&E Manager			
DATA QUALITY ISSUES			
Date of Initial/Previous Data Quality Assessment: Following implementation of first LTS Mast pilot			
Date of Future Data Quality Assessments: Following each LTS MAST pilot			
Known Data Limitations and Significance (if any): N/A			
Actions Taken or Planned to Address Data Limitations (if any): N/A			
Procedures for Future Data Quality Assessments: M&E Manager will maintain regular contact with Technical Manager and pilot Implementing Partners to ensure that data is being captured accurately and to anticipate any issues with data collection. Implementing Partner will provide any necessary supporting documentation which will be reviewed by M&E Manager. DQA checklist provided with MELP will serve as a guide.			
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING			
Data Analysis: Each step in the MAST implementation process will be reviewed and time data will be aggregated across the steps.			
Presentation of Data: Charts, tables, graphs			
Reporting of Data: COP will review during pilot implementation and submit report to the COR quarterly. All disaggregated data			
OTHER NOTES			
Notes on Baselines/Targets: Baselines and targets will be set following the first LTS MAST pilot			
Other Notes: N/A			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2017/18			
2018/19			
THIS SHEET LAST UPDATED BY: Roberto Martin **ON:** May 2017			

Performance Indicator Reference Sheet
Name of Indicator: 3.7 Number of persons trained in MAST technology and approach, disaggregated by sex: male/female.
Contributes to Standard Indicator: EG 10.4.2 Number of individuals trained in land tenure and property rights as a result of USG assistance who correctly identify key learning objectives of the training 30 days after the training (This will be disaggregated by sex, organization, activity)
DESCRIPTION
Precise Definition(s): The number of individuals (e.g. public officials, traditional authorities, project beneficiaries, and representatives of the private sector) receiving training (including formal on-the-job training) in MAST planning, development, implementation, and assessment. An individual who receives training or technical assistance multiple times on separate issues can be counted multiple times for this indicator. Level of intensity and quality of training may vary. This indicator does not capture how the training is applied. Any training indicator has the fundamental problem of only capturing the training provided. For this purpose, training includes any length of formal training, pre- or in-service for public officials, traditional authorities, project beneficiaries, and representatives of the private sector. Training courses are sessions in which participants are educated according to a defined curriculum and set learning objectives. Sessions such as meetings that do not have a defined curriculum or learning objectives are not counted as training. The level of training and requirements for the completion of a given training will be varied across pilots. Sensitization and other public outreach events do not count as training.
Indicator Type: Output
Calculation Model (if applicable): Count
Unit of Measure: Individuals
Desired Direction: Upwards
Disaggregated by: Sex (Male/Female); type of training
Geography: Pilots
Rationale or Justification for Indicator: Measuring the outcome of capacity built in MAST planning, development, implementation, and assessment is critical to increasing the effective and efficient deployment and implementation of the MAST technology and system. This indicator incorporates a broad range of beneficiaries of land-related training, including project beneficiaries and private sector representatives, and allows for government accountability and transparency. Empowering individuals with skills related to land tenure and property rights will strengthen communities to more effectively deal with land issues as they arise
PLAN FOR DATA ACQUISITION BY USAID
Data Collection Method: Participants are required to register each morning during the period of the training on a specifically designed data collection tool (i.e., participant's attendant form). Implementing partners are required to provide all necessary documents as stated above.
Data Source: Technical staff who conduct trainings, implementing partners or land agencies will be required to provide completed participants' attendant forms and training reports. These will be submitted to the M&E Manager.
Frequency and Timing of Data Acquisition by USAID: Quarterly
Estimated Cost of Data Acquisition: Included in specific activity budget
Data Collected by: LTS staff or implementing partners/contractors
Individual Responsible at USAID: COR
Individual Responsible at Activity: COP/M&E Manager
Location of Data Storage: Data will be stored at LTS office in Burlington, VT.
DATA QUALITY ISSUES
Date of Initial/Previous Data Quality Assessment:
Date of Future Data Quality Assessments: TBD
Known Data Limitations and Significance (if any):
Actions Taken or Planned to Address Data Limitations (if any): Training of data collectors on how to collect the data
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING

Data Analysis Method: Data will be analyzed on a quarterly basis by sex and type of training	
Responsible for Data Analysis: M&E Manager	
Presentation of Data Analysis: Tables, graphs or charts in an excel sheet	
Reporting of Data Analysis: COP will review and submit report to the COR quarterly	
Review and Use of Data Analysis: COP will use the analyzed data for project review and management	
CHANGES TO INDICATOR	
Changes to Indicator: N/A	
Other Notes: N/A	
PERFORMANCE INDICATOR VALUES (also specify for disaggregation, if any)	
Baseline Timeframe: Baseline is zero therefore no baseline timeframe needed	
Rationale for Targets:	
THIS SHEET LAST UPDATED BY: Roberto Martin	**DATE:** August 20, 2017

Performance Indicator Reference Sheet
Name of Indicator. 3.8 Percentage of MAST beneficiaries who perceive their rights to be more secure, disaggregated by sex: male/female.
Contributes to Standard Indicator: FACTS 4.5.1-25 or EG.10.4-6
DESCRIPTION
Precise Definition(s): This indicator measures the percentage of individuals whose land has been demarcated and documented by LTS MAST, and who perceive, for example through polling or household survey, that their rights are more secure. This indicator measures the act of land demarcation and documentation and perceived tenure security. This indicator would apply to both statutory tenure rights and customary tenure rights and also covers both tenure rights held by individuals (either alone or jointly) and tenure rights held by group members, such as members of communities or commercial entities. For interpretation of this indicator, a qualitative description must be provided to explain what "other" type of tenure is represented.
Indicator Type: Output
Calculation Model (if applicable): Count
Unit of Measure: Percentage of individuals
Desired Direction: Upwards
Disaggregated by: Sex (Male/Female)
Geography: Project pilot areas
Rationale or Justification for Indicator: In order to strengthen the protection of land rights and land security in pilot countries, this project seeks to improve the number of individuals with demarcated and documented land.
PLAN FOR DATA ACQUISITION BY USAID
Data Collection Method: Survey of individuals whose land has been demarcated and documented. Survey will be conducted at time of land demarcation, and repeated at the end of pilot.
Data Source: Household survey, interviews and/or focus group discussions
Frequency and Timing of Data Acquisition by USAID:
Estimated Cost of Data Acquisition: Included in activity budget
Data Collected by: Implementing partners
Individual Responsible at USAID: COR
Individual Responsible at Activity COP/ M&E Manager
Location of Data Storage: Data will be stored at the SSG Offices in Burlington, VT
DATA QUALITY ISSUES
Date of Initial/Previous Data Quality Assessment: 1st quarter year 2
Date of Future Data Quality Assessments. N/A
Known Data Limitations and Significance (if any): N/A
Actions Taken or Planned to Address Data Limitations (if any): N/A
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING
Data Analysis Method: Data will be analyzed by household
Responsible for Data Analysis: ME&L Specialist
Presentation of Data Analysis: Tables, graphs and charts in an excel sheet
Reporting of Data Analysis: COP will review and submit a report to the COR quarterly
Review and Use of Data Analysis: COP will review and use the analyzed data for reporting and management decision making
CHANGES TO INDICATOR
Changes to Indicator: N/A
Other Notes:
PERFORMANCE INDICATOR VALUES (also specify for disaggregation, if any)
Baseline Timeframe: Baseline is zero therefore no baseline timeframe needed
Rationale for Targets:

Year	Indicator values			Explanation of Deviation in Comparison to Annual Target
	Baseline	Target	Actual	
2017/18			0	N/A
2018/19				
THIS SHEET LAST UPDATED BY: Roberto Martin			**DATE:** August 20, 2017	

Performance Indicator Reference Sheet - Custom Indicator			
Name of Indicator: 3.9 Percentage of MAST beneficiaries reporting awareness of their rights and the value of having their land demarcated under LTS, disaggregated by sex: male/female.			
DESCRIPTION			
Precise Definition(s). Of the number of individuals having their land demarcated and documented by LTS, the number responding positively to survey questions addressing their awareness and understanding of rights associated with having land demarcated and documented			
Unit of Measure: Percent of individuals			
Disaggregated by: Sex (Male/Female); village			
Justification & Management Utility: The LTS theory of change states that individuals who have, or perceive to have, more secure tenure, will be more willing to invest in practices and resources that are more sustainable and economically prudent.			
Baseline Value: TBD following pilot needs assessment			
PLAN FOR DATA ACQUISITION			
Data Collection Method: Survey, interviews and/or focus group discussions			
Method of Data Acquisition by USAID: Reported by LTS to USAID in program reporting			
Data Source: Individuals whose land has been demarcated and documented by LTS			
Frequency and Timing of Data Acquisition: During the process of demarcation and documentation			
Estimated Cost of Data Acquisition: Pilot Implementing partners cost to conduct survey			
Individual Responsible at Program: M&E Manager			
DATA QUALITY ISSUES			
Date of Initial/Previous Data Quality Assessment: After first pilot survey			
Date of Future Data Quality Assessments: Annually prior to Annual MELP			
Known Data Limitations and Significance (if any): Respondent bias (social desirability; acquiescence)			
Actions Taken or Planned to Address Data Limitations (if any): Training of survey taker; explanation of survey purpose to individual			
Procedures for Future Data Quality Assessments: M&E Manager will maintain regular contact with pilot Implementing Partners to ensure that data is being captured accurately and to anticipate any issues with data collection. Implementing Partner will provide any necessary supporting documentation which will be reviewed by M&E Manager. DQA checklist provided with MELP will serve as a guide.			
PLAN FOR DATA ANALYSIS, REVIEW, AND REPORTING			
Data Analysis: M&E Manager will review survey findings and adjust as needed for subsequent surveys			
Presentation of Data: Charts, tables, graphs			
Reporting of Data: COP will review during pilot implementation and submit report to the COR quarterly			
OTHER NOTES			
Notes on Baselines/Targets: TBD after needs assessment			
Other Notes: N/A			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2017/18			
2018/19			
THIS SHEET LAST UPDATED BY: Roberto Martin **ON:** August 20, 2017			

Performance Indicator Reference Sheet – Cross-cutting Indicator	
Name of Indicator: GNDR-8: Number of persons trained with USG assistance to advance outcomes consistent with gender equality or female empowerment through their roles in public or private sector institutions or organizations	
Definition	This indicator is a count of the number of persons trained with USG assistance to advance gender equality or female empowerment objectives in the context of their official/formal role(s) within a public or private sector institution or organization. To be counted under this indicator, a person must have been trained in their role as an actor within a public or private sector institution or organization. Persons receiving training in their individual capacity, such as livelihoods training designed to increase individual or household income, should not be counted under this indicator. Public or private sector institutions or organizations include but are not limited to: government agencies forming part of the executive, judicial, or legislative branches; public and private health, financial, and education institutions; and civil society organizations such as rights advocacy groups, business associations, faith-based groups, and labor unions. To be counted under this indicator, persons must have participated in a training of at least 3 hours, with content designed to develop or strengthen the institution's/organization's capacity to advance gender equality or female empowerment objectives. Stand-alone gender trainings may be counted under this indicator, as well as trainings where gender is integrated within a broader sector training. In the latter case, the training must include a substantial focus on gender issues (e.g., gender issues are addressed throughout the training, there is a gender module that explores the relevant gender issues in depth, etc.). Examples of this type of training include: -training judges on how to execute laws with gender-related implications or provisions such as a new law criminalizing domestic violence -training county officials on gender-responsive budgeting under a devolution project -training community health service workers in GBV referral and response protocols -training teachers or school officials on effective strategies for creating a safe learning environment for boys and girls -training political party leadership on effective ways to support and advance women's leadership in party structures and political processes -training legal aid society volunteers or paralegals in dispute resolution related to women's land and property rights -training for business association or financial institution representatives on strategies for creating products and services that address barriers to women's entrepreneurship
Primary SPS Linkage	As a cross-cutting gender indicator, this indicator can be used to report on applicable training activities under any of the Program Categories.
Linkage to Long-Term Outcome or Impact	This indicator measures a primary output of USG assistance efforts that seek to build the capacity of public and private sector institutions and organizations to support long-term, sustainable progress toward gender equality and female empowerment objectives across a wide range of sectors in which the USG provides assistance (e.g., access to justice, closing educational gaps, improving access to health services, addressing barriers to political participation).
Indicator Type	Output
Reporting Type	Number of persons trained

Use of Indicator	Information generated by this indicator will be used to monitor and report on achievements linked to broader outcomes of gender equality and female empowerment and will be used for planning and reporting purposes by Agency-level, bureau-level and in-country program managers. Specifically, this indicator will inform required annual reporting or reviews of the USAID Gender Equality and Female Empowerment Policy; U.S. National Action Plan on Women, Peace, and Security; and the U.S. Strategy to Prevent and Respond to Gender-Based Violence Globally, as well as Joint Strategic Plan reporting in the APP/APR, and Bureau or Office portfolio reviews. Additionally, the information will inform a wide range of gender-related public reporting and communications products, and facilitate responses to gender-related inquiries from internal and external stakeholders such as Congress, NGOs, and international organizations.
Reporting Frequency	Annual reporting
Data Source	The primary data source for this indicator will be standard program reporting from implementing partners (e.g, quarterly, mid-term, or final reports). Data should be collected by implementing partners conducting relevant training in any sector (e.g. health, education, governance) and included in standard program reporting to the USG.
Disaggregate(s)	Sex: Male/Female

ANNEX 2: DATA QUALITY ASSESSMENT (DQA) CHECKLIST

		YES	NO	COMMENTS
VALIDITY – Data should clearly and adequately represent the intended result.				
1	Does the information collected measure what it is supposed to measure? (E.g. A valid measure of overall nutrition is healthy variation in diet; Age is not a valid measure of overall health.)			
2	Do results collected fall within a plausible range?			
3	Is there reasonable assurance that the data collection methods being used do not produce systematically biased data (e.g. consistently over- or under-counting)?			
4	Are sound research methods being used to collect the data?			
RELIABILITY – Data should reflect stable and consistent data collection processes and analysis methods over time.				
1	When the same data collection method is used to measure/observe the same thing multiple times, is the same result produced each time? (E.g. A ruler used over and over always indicates the same length for an inch.)			
2	Are data collection and analysis methods documented in writing and being used to ensure the same procedures are followed each time?			
TIMELINESS – Data should be available at a useful frequency, should be current, and should be timely enough to influence management decision-making.				
1	Are data available frequently enough to inform program management decisions?			
2	Are the data reported the most current practically available?			
3	Are the data reported as soon as possible after collection?			
PRECISION – Data have a sufficient level of detail to permit management decision-making; e.g. the margin of error is less than the anticipated change.				
1	Is the margin of error less than the expected change being measured? (E.g. If a change of only 2 percent is expected and the margin of error in a survey used to collect the data is +/- 5 percent, then the tool is not precise enough to detect the change.)			
2	Has the margin of error been reported along			

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