



USAID | **AFGHANISTAN**
FROM THE AMERICAN PEOPLE

LAND REFORM IN AFGHANISTAN (LARA)

Performance Monitoring Plan (18 MONTHS)
FEBRUARY 2011– JULY 2012

22 February 2012

This publication was produced for review by the United States Agency for International Development. It was prepared by Tetra Tech ARD.

PERFORMANCE MONITORING PLAN

Underpinning the activities, outputs, outcome, and impact of LARA is the Performance Monitoring Plan (PMP) that will: (1) inform decision making and problem solving; (2) ensure accountability and transparency for achieving results; (3) promote learning; and 4) document successes. While the PMP is primarily a tool for LARA, the Tetra Tech ARD team will instill many of the performance measurement tools and practices in our Afghan partners to enable them to improve their own performance. This not only promotes “buy-in” but also provides partners with skills and an analytic framework to develop their own performance measurement, accountability, and transparency systems.

The PMP is an important tool for managing and documenting portfolio performance. The term “performance management” is considered to be synonymous with “performance monitoring,” but reflects terminology used in the USAID *Performance Management Toolkit* and in USAID ADS200. It enables timely and consistent collection of comparable performance data, allowing project managers to make informed decisions on overall project management, as well as necessary changes in project design. The purpose of this PMP is to lay out clearly the major length-of-program goals, each of which constitutes a program result within the manageable interest of LARA, that together are necessary to achieve the outputs under the four major activities.

The principles governing PMP design and development are based on USAID’s guidelines for assessing and learning (see ADS 203.3.2.1):

- *The PMP must be useful for management and organizational learning.* This PMP has been developed to enable the Tetra Tech ARD team and USAID to actively and systematically monitor LARA progress in achieving its objectives. The PMP should be a constant desk reference to guide assessment of results and be updated annually. The PMP should not be developed only to satisfy external reporting requirements.
- *An effective monitoring system will yield performance information that can help LARA tell its story better.* The project team’s ability to communicate development results and to share lessons learned is dependent on its ability to collect useful performance information.
- *The development, use, and assessment of performance monitoring systems should involve the participation of key stakeholders and partners.* Tetra Tech ARD should consider the special information needs of its partners. Wherever feasible, the team should integrate its monitoring activities with those of its partners.
- *Performance management should be based upon access to and use of high quality data.* Management decisions should be based upon data that is valid, reliable, and timely. The performance management system should include regular assessments of data quality.
- *Performance management should be streamlined to minimize the burden of data collection and reporting.* When selecting PMP indicators, efforts were made to streamline and minimize the cost and time burden of data collection and reporting. Moreover, the identified PMP indicators are those determined to be most useful for decision makers regarding project progress.

A-1. PMP AND RESULTS BASED ON A CAUSAL MODEL

Tetra Tech ARD has developed a causal model to guide program design, serve as a means for ensuring that activities lead to desired outcomes, and link Components 1–4 to management objectives. Tetra Tech ARD has long used this as a primary design tool, especially for large projects that require many disparate activities and circumstances to be brought together toward an identifiable higher level objective. We use the technique of “if...then...” development hypothesis (similar to the top-down and bottom-up approach of the logical framework) in which activities (lower level “if” statements) are measured to see if they achieve the outputs (“then” statements). Outputs (new “if” statements) can be treated in the same manner to see if they logically achieve outcomes. These causal linkages are important for program diagnostics; using them, the team can look back to try and understand why an outcome was not achieved and determine whether influences outside of the project’s manageable interest caused the problem. If not, the team will be able to judge the necessity of rethinking activities and outputs—what worked and what did not.

TableA-1, LARA’s Causal Model/results framework takes into account USAID/Afghanistan Assistance Objective (AO) 4 “A developed business climate that enables private investment, job creation, and financial independence.”

A-2. MEASURING LARA PROGRAM RESULTS

The current revised PMP contemplates a period of eighteen months beginning with February 2011 and ending on July 31 2012 and corresponding to the Base Period granted under the LARA Project. Should an Option Period covering the period August 2012-January 2014 be granted, the PMP will be revised so as to better reflect this addition. For illustrative purposes only, the current document contains target indicators and information on initial and future quality assessment dates that are covered by the possible Option Period.

Tetra Tech ARD has carefully developed procedures for monitoring and evaluating all proposed LARA project activities and determining the pace and kinds of results to be achieved. The importance of Afghanization to LARA is paramount to both the development process and progress underlying the success of this undertaking. For this reason, in addition to a series of quantitative performance indicators, LARA will also make use of qualitative Milestone Indices for tracking key institutional, policy reform, and partnership processes and their achievements. If, as a result of the baseline assessments, it becomes clear that the number milestones should be adjusted, the PMP will be amended accordingly. The more important outcomes we will be tracking include:

- Improved land tenure security in targeted communities
- Improved management of government owned property
- Strengthened Municipal land management and planning capacity
- Enhanced revenue derived through improved management of state-owned/leased lands
- Improved capacity to more effectively meet GIRoA objectives with regard to land management and planning
- Afghan firms and NGOs capable of managing functional areas of land management and administration, including land reform
- Improved legal and procedural environment for Afghan land issues, especially for women
- Obstacles to women’s economic activities eliminated as a result of USG assistance
- Women’s inclusion on land rights granting documents

- Women trained in capacity building activities (e.g. technical skills within government and private sectors – the training data being disaggregated by gender).

Table A-1

Causal Model

(Results Framework)

USAID AO 4: A developed business climate that enables private investment, job creation and financial independence

USAID IR 4.2. Policy, legal and regulatory framework for key economic sectors strengthened

USAID Sub-IR 4.2.3 Foundation for a more efficient land market established

LARA Goal/Objective: Improve land tenure security of Afghans by Strengthening and supporting GIRoA institutions dealing with land, and create Afghan capacity to successfully design, manage, and implement land reform

IR 1. Management of government-owned property improved

IR 1.1. Institutional Capacity of ARAZI enhanced

IR 1.2 Land dispute resolution mechanisms between MAIL and private individuals/businesses augmented

IR 2. Municipal land management and planning capacity strengthened

IR 2.1. Core urban planning and management skills of key municipal property stakeholders strengthened

IR 2.2. Urban formalization and upgrading procedures for informal settlements established and implemented

IR 2.3. Private & Public Sector Management of key land management areas enhanced

IR 2.4. Essential Urban planning legislation and regulations identified, revised and adopted

IR 3. Legal and procedural environment for Afghan land issues, especially for Women, improved

IR 3.1 Land registration and record-keeping systems streamlined

IR 3.2 Awareness of Afghan property rights and processes improved

The LARA PMP employs measures that reflect three levels of results stemming from LARA intervention—outputs, outcomes, and long-term effects (impact). Indicators are presented according to these levels in Table A-1. We also utilize another level based on synergy of LARA activities and measures tied to USAID management objectives and higher goals.

Table A-2: LARA Performance Management Plan: Selected Indicator Targets

TYPE OF CODE FOR TARGET: M = MILESTONE SCORE, C = CUMULATIVE THROUGH LOP, A = SEMI-ANNUAL & ANNUAL TARGET						
M = MISSION INDICATOR F = FOREIGN ASSISTANCE STANDARD INDICATOR						
	Performance Indicator	Type	Baseline Value April 2011	Target Option December 2011	Target Option July 2012	Target Option December 2013
LARA project objective: Improve land tenure security of Afghans by Strengthening and supporting GIROA institutions dealing with land, and create Afghan capacity to successfully design, manage, and implement land reform						
Major Results and Outcomes						
1	% of surveyed Afghan community members that report satisfied from land tenure security in targeted communities	A	56%	N/A	5% above baseline	15 % above baseline
IR 1. Management of government-owned property improved						
Major Results and Outcomes						
1.0.1 – (M) 4.2.3b	Revenues to GIROA from leases of government land [% increased]	A	4.7 million US\$	0	10% above baseline	15% above baseline
1.0.2	# of policy and procedural reforms improving revenue collection capabilities	A	Poor existing policies and procedure for land revenue	N/A	3	0
1.0.3	# of proposed improvements in laws and regulations affecting property rights	A	The existing property rights related laws, and its procedures have gaps	0	1	3
IR 1.1 Sub-IR 1.1 Institutional Capacity of ARAZI enhanced						
Major Results and Outcomes						
1.1.1	Increase in Arazi's land leasing	C	6000 ha	N/A	12000 ha	18000 ha
1.1.2	IT system established and functioning for better service delivery	M	Arazi lacks a professional system for land management and monitoring	N/A	Achieved	Achieved
Sub-IR 1.2 Land dispute resolution mechanisms between MAIL and private individuals/businesses augmented						
Major Results and Outcomes						

TYPE OF CODE FOR TARGET: M = MILESTONE SCORE, C = CUMULATIVE THROUGH LOP,
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	Performance Indicator	Type	Baseline Value April 2011	Target Option December 2011	Target Option July 2012	Target Option December 2013
1.2.1	Case management mechanism for Government/private land dispute resolution developed	M	Arazi lacks specific procedures for land case management.	N/A	Achieved	Achieved
1.2.2	# of training courses provided to Government and private sector on use of land dispute resolution mechanism	A	0	N/A	6	35
1.2.3	Number of people trained in land dispute resolution skills with USG assistance	A	0	N/A	0	1000 M = 700 F = 300
1.2.4	% of private sector indicating satisfaction with the dispute resolution mechanism	A	43%	N/A	48%	58%
IR 2. Municipal land management and planning capacity strengthened						
Major Results and Outcomes						
2.0.1	% of properties paying Sanitation tax at the municipal level for targeted communities	A	38%	N/A	0% above baseline	12% above baseline
2.0.2 – (M) 4.2.3c	Sanitation tax revenues at the municipal level	A	TBD	N/A	N/A	TBD
2.0.3 (M) 4.2.3d -	Properties registered with municipal registration offices	A	0	N/A	0	1800 M = 1746 F = 54
2.0.4	Properties digitized with municipal registration office	A	0	0	4000	10,000
Sub-IR 2.1 Core urban planning and management skills of key municipal property stakeholders strengthened						
Major Results and Outcomes						
2.1.1	% of persons trained observed to be using skills gained through training	A	0	60%	70%	80%
2.1.2	% of knowledge/skills application	A	0	50%	60%	70%

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	Performance Indicator	Type	Baseline Value April 2011	Target Option December 2011	Target Option July 2012	Target Option December 2013
2.1.3	# Persons trained in key technical land management skills	A	0	125 M = 100 F = 25	250 M = 200 F = 50	375 M = 275 F = 100
2.1.4	# of urban development guidelines approved	C	0	0	1	1
2.1.5 – (F) 4.7.4-9	Number of days of USG funded technical assistance on land tenure and property rights issues provided to counterparts or stakeholders	A	0	364	263	150
Sub-IR 2.2 Urban formalization and upgrading procedures for informal settlements established and implemented						
Major Results and Outcomes						
2.2.1	# of Community Upgrade Development Plans approved.	A	0	0	2	0
2.2.2	# of informal settlements upgraded	A	0	N/A	N/A	2
2.2.3 – (F) 4.4.8	Number of beneficiaries receiving improved infrastructure services due to USG assistance.	A	0	N/A	1000 M = 600 F = 400	16000 M = 9000 F = 7000
2.2.4	Urban Steering Committee established and functioning	M	Urban Steering Committee not existed	N/A	Achieved	Achieved
2.2.5 (F) 4.7.4-5	Number of households who have obtained documented property rights as a result of USG assistance	C	0	N/A	N/A	1800 M = 1746 F = 54
Sub-IR 2.3 Private & Public Sector Management of key land management areas enhanced						
Major Results and Outcomes						
2.3.1	# of private sector firms and public institutions receiving institutional capacity building training (related to business functions)	A	0	10	5	12
2.3.2	# of private sector firms/public institutions receiving capacity training in land reform-related programs (technical)	A	0	4	6	8

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	Performance Indicator	Type	Baseline Value April 2011	Target Option December 2011	Target Option July 2012	Target Option December 2013
2.3.3 (M) 4.2.3e	Person-days of training for key personnel in digital cartographic tools and mapping	A	0	120 M = 90 F = 30	240 M = 160 F = 80	360 M = 260 F = 100
2.3.4	# of private sector firms with Business Plans	A	0	N/A	N/A	2
2.3.5	# of private sector firms bidding on donor-funded requests for application	A	0	N/A	N/A	2
-2.3.6 (M) 4a	Full time equivalent jobs created	A	0	110 M = 90 F = 20	129 M = 110 F = 19	173 M = 150 F = 23
2.3.7	# of people trained in organizational development disaggregated by gender	A	0	59 M = 49 F = 10	330 M = 303 F = 27	350 M = 300 F = 50
2.3.8 (F) 4.7.4-6	Number of land governance actors receiving USG-funded training or upgraded facilities/equipment	A	0	180 M = 150 F = 30	400 M = 300 F = 100	600 M = 400 F = 200
2.3.9 (F) 4.7.4-8	Person hours of training completed by government officials, traditional authority or individuals related to land tenure and property rights supported by USG assistance	A	0	3000 M = 2400 F = 600	86640 M = 69312 F = 17328	80,000 M = 64000 F = 16000
Sub-IR 2.4 Essential Urban planning legislation and regulations identified, revised and adopted						
Major Results and Outcomes						
2.4.1	# of proposed amendments to the urban planning legislation drafted by MUDA and IDLG	A	Existing urban planning and management legislation have gaps	N/A	3	N/A
2.4.2	Land Management Law improvements agreed and drafted by MAIL	M	The existing land management laws has multiple gaps identified via BizCLIR	N/A	Achieved	Achieved
IR 3. Legal and procedural environment for Afghan land issues, especially for women, improved						

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M = MISSION INDICATOR F = FOREIGN ASSISTANCE STANDARD INDICATOR

	Performance Indicator	Type	Baseline Value April 2011	Target Option December 2011	Target Option July 2012	Target Option December 2013
Major Results and Outcomes						
3.0.1	% increase of surveyed Afghans that report satisfactory land service delivery by the makhzan	A	60%	N/A	N/A	10% above baseline
3.0.2	% increase of surveyed Afghans that report satisfactory service delivery by Municipality	A	16%	N/A	N/A	25% above baseline
3.0.3	% increase in women's inclusion in new deed registrations and leases/Occupancy Certificates	C	TBD	N/A	2% above baseline	4% above baseline
Sub-IR 3.1 Land registration and record-keeping systems streamlined						
Major Results and Outcomes						
3.1.1	Property records digitized within Court archives (Makhzans)	A	361,946	N/A	N/A	5,00000
Sub-IR 3.2 Awareness of Afghan property rights and formal transactions processes improved						
Major Results and Outcomes						
3.2.1	# of public information campaigns promoting women's rights to land	A	0	N/A	5	10
3.2.2	# of public information campaigns targeting Afghan property rights and procedures	A	0	N/A	8	15
3.2.3	% of public in targeted areas aware of public information messages	A	30%	N/A	10% above baseline	25% above baseline
USAID AID Effectiveness Indicators						

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M = MISSION INDICATOR F = FOREIGN ASSISTANCE STANDARD INDICATOR

	Performance Indicator	Type	Baseline Value April 2011	Target Option December 2011	Target Option July 2012	Target Option December 2013
AE2	# of Afghan Personnel Employed	A	0	45 M = 35 F = 10	20 M = 15 F = 5	0
AE4	# of American Personnel Employed	A	0	6 M = 5 F = 1	0	0
AE5	# of Local Firms Under Sub-Contract	A	0	4	15	25
AE8	# of TCN Personnel Employed	A	0	7 M = 6 F = 1	0	0
AE9	\$ Value of Local Procurements (sub-contracts, goods, services)	A	0	5,320,000	14,939,407	11,508,592
AE10	\$ Value of Non Local Procurements (sub-contracts, goods, services)	A	0	1,680,000	4,717,708	3,634,292
AE 11	\$ Value of Procurements (sub-contracts, goods, services)	A	0	7,000,000	19,657,115	15,142,884
AE12	# of Afghan personnel employed providing security functions	A	0	49 M = 48 F = 1	0	0
AE13	# of American personnel employed providing security functions	A	0	0	0	0
AE14	# of TCN personnel employed providing security functions	A	0	2 M = 2 F = 0	0	0

A-3. CONTRIBUTIONS TO THE USAID/AFGHANISTAN MISSION PMP

LARA is accountable to the OEG and the Mission's PMP as follows:

AO 4: A developed business climate that enables private investment, job creation, and financial independence

IR 4.2: Policy, legal and regulatory framework for key economic sectors

Sub-IR 4.2.3: foundation for a more efficient land market established

USAID's indicators for the sub-IR include the following (see figure A-1):

4.2.3.b: Revenues to GIROA from leases of government land

4.2.3.c: Sanitation tax revenues at the municipal level

4.2.3.d: Properties registered with municipal registration offices

4.2.3.e: Person-days of training for key personnel in digital cartographic tools and mapping

Whilst the broad themes of these Sub-IRs have been included as Project Indicators, LARA will also report on 4 of the USAID Mission PMP indicators 4.2.3b, 4.2.3c, 4.2.3d and 4.2.3e in accordance to the PIRS as designed in the Mission PMP. . All indicators in the PMP table above will be reported to USAID on a quarterly basis.

A-4. START-UP AND THE PMP

As the LARA program rolls out nationally and in Kabul, the provinces, selected municipalities, and informal settlements in and around target municipalities and rural areas, the first activity will be to conduct baseline surveys and assessments. Survey results will be used to continually update the project's database that will be used annually to update the PMP and add value to the overall performance management of the project. LARA is currently developing standard instrumentation packages of baseline and indicator data collection instruments. Staff will be trained, so that the M&E system can be quickly implemented.

A-5. COLLECTING PERFORMANCE DATA

A-5.1 Baseline Data Collection

Prior to initiation of activities, baseline data collection will be required to form a better understanding of initial conditions, perceptions, and challenges. For the “Legal Framework Component,” assist ARAZI to Identify, Manage, Lease, and Obtain Revenue from Afghan Government Lands and provide technical assistance, we will use the BizCLIR diagnostic tool and a training needs assessment of ARAZI staff.

“Strengthen Land Tenure Security through Formalization and Upgrading of Informal Settlements,” Support MUDA, AGCHO, IDLG, and Municipalities with Informal Settlement Upgrading, Formalization, Mapping, and Urban Land Use Planning, will feature a rapid assessment of capacity building needs necessary for developing a cadre of public officials (MUDA and municipal) capable of enforcing present planning and building codes; overseeing legislative drafting for urban planning, land use regulation, and formalization of informal settings; and incorporating informal settlements into municipal master plans. Tetra Tech ARD will also use rapid techniques to establish baseline data to support the task of defining criteria for selecting informal settlement upgrading/formalization.

Under the same component, for the section “Strengthen Land Tenure Security by Supporting the Supreme Court and Communities with Rights Formalization and Informal Dispute Resolution”, an inventory of existing approaches to land disputes both formal and traditional, and a measurement of the numbers of leases and deeds registered to women will be undertaken.

Through the “Capacity Building Component,” Build Capacity of Public and Private Sector Service Providers to Provide Land Related Services to Afghan Private and Public Sectors, LARA will focus on baseline data collection for establishing capacity building needs in order to create an enhanced land registration system and expand appropriate community/land dispute resolution practices to selected provinces. A series of assessments will also be undertaken to assess the capacity and training needs of the private sector in both technical and operational sides of the business.

While targets for each of these indicators have been proposed in the PMP indicator table, these may require revision after the baseline has been taken. In case of significant adjustments found necessary, a revised PMP will be submitted to the COTR for review and consideration.

A-5.2 Data Collection Responsibilities

Ongoing data collection will be the responsibility of all staff and partners. An M&E Manager in the Kabul office will have overall responsibility for the management of the PMP. During start-up, the M&E Manager will develop standard instrumentation for data collection and train all staff and partners on definitions, methodologies, verification, and archiving of documentation. Technical specialists will be responsible for confirming data for their respective activities through oversight and inspection. Potential sub-contractors and/or grantees will be made aware of required indicators in sub-contracts/grant applications (if any) and will receive instruction on definitions, methodologies, and instrumentation upon award.

A-6. ARDMIS

In order to manage project activities and results more effectively, Tetra Tech ARD will employ the use of an information system known as “ARDMIS.” ARDMIS is an easy-to-use tool that allows multiple project participants to track project activities, tasks, and milestones during the life of a project. Its core value is in providing a global overview of the progress toward planned indicator achievement during the course of a project.

Select activities will be assigned a unique code, after which projected milestones and target dates are entered into the system. Each activity can be linked with an indicator with one or two mouse clicks. Users will update milestones with the date achieved and indicators with total units achieved toward each LARA goal. Furthermore, if users so choose, activities can be associated with GPS coordinates, and a map can be generated indicating activity areas.

Finally, users will be able to consolidate all data related to a given activity into one sheet, including a summary of M&E targeted values and percent achieved to date, milestones and their targeted and actual completion date, direct beneficiaries (men, women, youth, and households), and related comments. Several global reports will also be available to users, and the Tetra Tech ARD home office Information and Knowledge Management team is available to revise the tool to enable a project to produce customized reports. Such modifications will be undertaken over the course of the project.

Table A-2: Data Collection Responsibilities

MAJOR STEPS	RESPONSIBILITY
Collect initial performance data	M&E Manager and technical specialists working with partner institutions
Review performance information and compile	A LARA Staff person will visit each municipal office and, working with municipality employees compile performance data, while LARA M&E Manager to compile data for national level programming
Compile at program level	M&E Manager
Review and “face validity” review	M&E Manager and technical specialists for output data and annual outcome data/surveys/calculations
Report performance results	Reports generated by M&E Manager, technical specialists, COP and COTR.
Assess data quality	“Content validity” QA/QC includes routine verification by M&E Manager (DQA, including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits
Review and update the PMP	COP, M&E Manager, COTR, at least annually

A PMP is a living document that requires at least annual review and revision to keep up with new circumstances and challenges. However, the basic causal premise remains that the PMP is based on three levels of effect: outputs, mid-term outcomes, and higher level, longer-term outcomes that represent

LARA’s impact on the development of a robust, enduring, Afghan-owned and -managed land market framework supported by a legal framework and relevant institutions.

Regular, scheduled performance monitoring requires simplicity and practicality in data collection efforts that can make it difficult to assess more complex issues of management concern. While the LARA PMP certainly emphasizes the collection of data and presentation of performance activities in a quantifiable manner, there may also be situations that call for the collection of process data that in all likelihood will be generated by direct observation, on-site interviews with key informants, and informal group interviews. These techniques usually result in generating useful qualitative information on project processes. These data are usually difficult to replicate but are nonetheless invaluable sources for assessing project performance.

Thus, while performance indicators are able to indicate progress achieved by the project, some findings may need to be complemented with qualitative data to flesh out “why” a certain result is occurring. It is anticipated that the M&E Manager, working with local stakeholders, will conduct additional data collection to tease out underlying dimensions of performance outcomes. More rigorous, in-depth analysis on topics of special interest requested by USAID and project managers will complement the project’s routine/formal performance monitoring efforts.

A-7. PRESENTING AND REVIEWING PERFORMANCE DATA

A-7.1 Performance Data Presentation

The LARA project is designed for ongoing data collection with various data submitted quarterly and semi-annually on project activities, project outcomes as they occur, and the interpretation of project results along specific timelines. Findings will be presented to USAID project managers in such a way that a clear “LARA story” is reinforced with appropriate tables and charts integrated into the narrative. While Tetra Tech ARD will develop a performance management report semi-annually, the USAID COTR will use these reports as the basis for submitting an annual report to USAID to comply with its agency reporting guidelines. By way of summation, the performance management report will include:

- Progress achieved toward LARA program objectives and management objectives;
- Adequacy of inputs for producing activity outputs and efficiency of processes leading to outputs;
- Status and timeliness of input mobilization efforts;
- Status of critical assumptions and causal relationships outlined in the Causal Model along with related implications for performance toward USAID project expectations; and
- Status of related partner efforts that contribute to the positive achievements through LARA performance.

A-7.2 Review and Updating of the PMP

The Tetra Tech project management team will use the PMP to guide overall project performance. One of the key principles of the PMP is that it will be a useful tool for management and organizational learning; the PMP is *not* merely a mechanism to fulfill USAID reporting requirements. It will be updated as necessary to reflect changes in LARA strategy and ongoing project activities, as well as other exogenous factors affecting program implementation, such as security and on-the-ground factors. PMP implementation is therefore not a one-time occurrence, but rather an ongoing process of review, revision,

and re-implementation. The PMP will be reviewed and revised annually. When reviewing the PMP, the following issues shall be taken into account:

- Are the performance indicators working as intended in the design process?
- Does the indicator stand up to scrutiny?
- Are the performance indicators providing the information needed to properly gauge LARA inputs and outcomes in each of the two major activity areas?
- How can the PMP be improved?

Technical experts responsible for the respective major activity areas, assisted by the M&E Manager and under the guidance of the COP, will document any major changes to the PMP regarding indicators or data sources, along with the rationale for these adjustments. If more minor PMP elements change, such as indicator definition or responsible individual, the PMP will be updated accordingly.

A-7.3 Assessment of Data Quality

It is important that in the data collection process, appropriate standards for data quality are in place for use by external users, e.g., government officials, municipal managers, and court managers. Poor-quality data can create two problems: (1) provide poor information to LARA decision makers; and (2) skew information used for reporting purposes. In order to measure and attribute results accurately—for both reporting and management needs—the COP, with support from the technical specialists, will ensure that collected data on LARA meet certain standardized evaluation criteria. The COP and these specialists will be responsible for carrying out annual data quality assessment reviews. Additionally, the M&E team will conduct internal data quality reviews and call upon Tetra Tech ARD home office M&E experts to provide oversight and guidance.

Based on of data quality dimensions, LARA DQA plan is comprised of two components: (1) assessment of data management and reporting systems; and (2) verification of reported data for key indicators at selected sites. Accordingly, the implementation of the DQA is supported by two protocols developed by LARA M&E.

Protocol 1: System Assessment Protocol;

Protocol 2: Data Verification Protocol;

These protocols are administered at each level of the data-collection and reporting system (i.e., program/project M&E Unit, Service Delivery Sites and, sub-contractor offices as appropriate).

Protocol 1 - Assessment of Data Management and Reporting Systems:

The purpose of Protocol 1 is to identify potential challenges to data quality created by the data management and reporting systems at three levels: (1) the program/project M&E Unit, (2) the Service Delivery Sites, and (3) any Intermediary Level (at which reports from Service Delivery Sites are aggregated prior to being sent to the program/project M&E Unit or other relevant level i.e., LARA sub-contractors and grantees).

The assessment of the data management and reporting systems will take place in two stages:

1. Off-site desk review of documentation provided by the program/project;

2. On-site follow-up assessments at the program/project M&E Unit and at selected sites;

The assessment will cover five functional areas, as shown in the below Introduction table.

Systems Assessment Questions by Functional Area			
Functional Area		Summary Question	
1	M&E Plan	1	Is the project M&E plan aligned to the Afghan Info online structure?
		2	Is the project PMP corresponding to the “F” indicators as well as USAID mission indicators?
		3	Is there casual relationship between the project activity, indicators, and LARA result framework?
2	M&E Structures, Functions and Capabilities	4	Are key M&E and data-management staff identified with clearly assigned responsibilities?
		5	Have the majority of key M&E and data-management staff received the required training?
3	Indicator Definitions and Reporting Guidelines	6	Are the indicators definitions meeting relevant standards that are systematically followed by all service points?
		7	Has the program/project clearly documented (in writing) what is reported to who, and how and when reporting is required?
4	Data Collection and Reporting Forms and Tools	8	Are there standard data-collection and reporting forms that are systematically used?
		9	Is data recorded with sufficient precision/detail to measure relevant indicators?
		10	Are data maintained in accordance with standards and norms?
5	Data Management Processes	11	Does clear documentation of collection, aggregation and manipulation steps exist?
		12	Are data quality challenges identified and are mechanisms in place for addressing them?
		13	Are there clearly defined and followed procedures to identify and reconcile discrepancies in reports?
		14	Are there clearly defined and followed procedures to periodically verify source data?
6	Links with USAID Reporting System	15	Does the data collection and reporting system of the program/project link to the USAID/Afghan Info Reporting System?

The outcome of this assessment will identify strengths and weaknesses for each functional area of the data management and reporting system and will highlight issues for improvements.

Protocol 2 - Verification of Reported Data for Key Indicators:

The purpose of Protocol 2 is to assess, on a limited scale, if service delivery and intermediate aggregation sites are collecting and reporting data to measure the audited indicator(s) accurately and on time — and to cross-check the reported results with other data sources. To do this, the

DQA will determine if a sample of Service Delivery Sites have accurately recorded the activity related to the selected indicator(s) on source documents. It will then trace that data to see if it has been correctly aggregated and/or otherwise manipulated as it is submitted from the initial Service Delivery Sites through intermediary levels to the program/project M&E Unit. The data verification exercise will take place in two stages:

1. In-depth verifications at the Service Delivery Sites; and
2. Follow-up verifications at the Intermediate Levels and at the program/project M&E Unit.

The first stage of the data-verification occurs at the Service Delivery Sites. There are five types of standard data-verification steps that can be taken by LARA M&E at this level.

Service Delivery Site: Five Types of Data Verifications

Verifications	Description	Required
Description	Describe the connection between the delivery of services and/or commodities and the completion of the source document to record that delivery.	In all case
Document Review	Review availability and completeness of all indicator source documents for the selected reporting period.	In all case
Trace and verification	Trace and verify reported numbers: (1) Recount the reported numbers from available source documents; (2) Compare the verified numbers to the site reported number; (3) Identify reasons for any differences.	In all case
Crosscheck	Perform “cross-checks” of the verified report totals with other data-sources (e.g. inventory records, technical component registries, etc.)	In all case
Spot check	Perform “spot-checks” to verify the actual delivery of Services and/or commodities to the target populations.	If feasible

A-8. PERFORMANCE INDICATOR TARGETS

Immediately following USAID approval of the LARA work plan and PMP, a process for identifying data sources for baseline indicators began. -Annual targets for 2011– July 2012 (and possibly 2013, should an Option Period be granted) are estimated on the basis of trend lines derived from comparable, process-intensive policy, and institutional development programs already or presently implemented in Afghanistan.

A-9 Data Linkages to USAID *Afghan Info*

We will report all LARA-related data to USAID *Afghan Info*, thereby linking LARA M&E system and PMP performance data to USAID’s MIS at the prescribed levels of province, district, and village. We will also report on performance data funding lines and employ geospatial coordinates synchronous with USAID *Afghan Info*. Tetra Tech ARD will present these reporting data upon receipt from USAID of the URL address or Access database, including a user ID/password. We will consult with USAID/ Afghanistan MIS specialists at the outset of LARA in order to harmonize our data management system with theirs.

A- 10 Afghanistanization

In the course of designing the PMP, we have presented several performance measures to calibrate the Afghanistanization of LARA. These include indicators of achievement in transferring capacity to Afghans to manage the policy/legal/institutional development of the land management process, settlement formalization, and conflict resolution, at local, regional, and national levels. These employ a measure of development of institutional capacity. It is for this reason that we have proposed using the measurement tool known as the Milestone Index, weighted on a 10-point scale, to capture this process.

A-11 Measuring Job Creation

Job creation directly attributable to LARA is quite straightforward and reasonably easily captured empirically. LARA will measure the jobs created through its sub-contracts and/or grants (if any) including Afghans employed as result of LARA's interventions. These jobs will disaggregated by type (Technical and Administrative) and gender. For sub-contracts and/or grants (if any), Tetra Tech ARD will use the USAID/Afghanistan standard of 260 man-days per Full-Time Equivalent. We have included expected employment levels in the ALA. We have also included the Afghans employed under LARA, since it is our intention to assist them in finding employment in follow-on programming, in government, private sector, or NGOs as LARA winds down.

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 1

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: % of surveyed Afghan community members that report satisfied from land tenure security in targeted communities

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): The % of Afghan community members surveyed who are satisfied with land tenure security in target communities. Satisfaction is defined as a condition where community members are happy with the land tenure interventions supported by LARA.

Unit of Measure: % of community members

Disaggregated by: gender, community

Justification & Management Utility: This indicator measures whether Afghans feel that they are more secure in their land rights after project activities. Secure land rights are a driver of economic activity. The more secure people feel in their rights, the more they are likely to invest in their land or otherwise spend time earning income (as distinct from protecting their rights from violation). It is the ultimate indicator of program success.

PLAN FOR DATA ACQUISITION

Data Collection Method: Household Survey conducted by project partner organization

Data Source: Household Survey Report

Method of Data Acquisition by TT/ARD: Household Survey Report and LARA Annual Report

Frequency and Timing of Data Acquisition by TT/ARD: Annual

Estimated Cost of Data Acquisition: \$15,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 1st quarter 2013

Known Data Limitations and Significance (if any): none to date If might be difficult to generalize satisfaction from surveys with limited sample size for this indicator. However, more field works and data collection will be limited, given time and security constraints, to improve on the size of survey and information.

Actions Taken or Planned to Address Data Limitations: The LARA M&E team will make sure an appropriate sample size to better convey survey results and information.

Date of Future Data Quality Assessments: last quarter 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: A more powerful statistical tool and a user friendly software will used that can cross tabulate, correlation of data and disaggregate information by gender and targeted communities. The analysis should give a voice to the collected data, find out the stories about satisfaction with land tenure security in the targeted communities.

Presentation of Data: More typical elements to draw findings and type of charts and graphs will use to best present data from the various question formats. **Data will be interpreted both in a numeric and qualitative values to demonstrate the satisfaction on the land tenure security in the targeted communities.**

Review of Data: The data will get clear through a systematic process of field base supervision of the data collection process as well as the analysis and reporting. The LARA M&E Manager, DCOP & COP will make sure of the data quality, analysis and reporting which should be free of biases, typos, and mistakes.

Reporting of Data: The survey result will be reported in the annual report as well as in a separate survey report that outlines findings, lessons learned and recommendations.

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	56%	Baseline Survey
2012	5% above baseline		
2013	15% above baseline		

THIS SHEET LAST UPDATED ON: 21/2/2012

AO 4 Indicator 1.0.1 (M – 4.2.3b)

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: Revenues to GIROA from leases of government land[% increased]

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: self-explanatory Absolute and percentage increase, year to year, in revenues to GIROA from leases of Government owned land

Unit of Measure: Afghanis; percentage increased

Disaggregated by: N/A

Justification & Management Utility: This indicator is for the Afghan land authority. We will work with ARAZI on a capacity building plan, which will be based on negotiated milestones of systems, personnel and services performance. This indicator measures ARAZI's and the Municipal Government's increased revenues from, respectively, rents and taxes over a baseline as a result of LARA's interventions and institutional capacity building support. This indicator measures increased income to government and, therefore, the potential sustainability of government activities. The data assists management to target resources more effectively.

PLAN FOR DATA ACQUISITION

Data Collection Method: Review of ARAZI annual report

Data Source: Afghan Land Authority (Arazi)

Method of Data Acquisition by TT/ARD: Request to Arazi (Afghan Land Authority)

Frequency and Timing of Data Acquisition by TT/ARD: Annually

Estimated Cost of Data Acquisition: \$ 3,000

Individual Responsible at TT/ARD: DCOP and COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 1st quarter 2013

Known Data Limitations and Significance (if any): It's presumable that Arazi revenue data may not be released on a timely fashion. Most of the time revenue reports are late from the provincial offices due to the manual reporting and slow communication process

Actions Taken or Planned to Address Data Limitations: LARA will be in contact with Arazi in order to have a timely data/reports in this regard

Date of Future Data Quality Assessments: last quarter 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation), subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: A table of revenue will be provided that analyzes the information pertaining to the land lease revenue in general. This table will produce on an annual basis to draw the incomes of land lease with comparison to the last year in Arazi. This information will sensitize the officials about efficiency of Arazi in its activities.

Presentation of Data: This information will be presented in a table that reveals Arazi's efficiency with comparisons to the last years' revenues. The information will be interpreted in narrative that tells the stories about its successes.

Review of Data: The M&E Manager, DCOP, COP will make sure that the data received from Arazi represent accurate information about the revenue generation in a specific period.

Reporting of Data: The analysis and result of this indicator will be reported in the LARA annual report, part of the indicators portion.

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	0	\$ 4.7 million	Means of Verification: Arazi revenue report to the minister
2012	10%		Above baseline
2013	15%		Above baseline

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 1.0.2

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: # of Policy and procedural reforms improving revenue collection capabilities

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): This indicator tracks the number of improved (streamlined) policies and procedures that will enhance the abilities of government to collect revenue and, thereby, make government activities more sustainable. "Policies and procedures" for this indicator will be read/tracked as one unit.

Unit of Measure: # of policy and procedural reforms

Disaggregated by: type (policy reform, procedural reform)

Justification & Management Utility: The policy and procedural reforms are critical for ARAZI and municipalities to collect revenues which can in turn fund future service and the public as well as make government activities more sustainable. Measuring increased revenue points to increased government efficiency.

PLAN FOR DATA ACQUISITION

Data Collection Method: Document review of the policies and procedures

Data Source: Arazi and Municipal Offices

Method of Data Acquisition by TT/ARD: Through M&E Review Reports

Frequency and Timing of Data Acquisition by TT/ARD: Annually

Estimated Cost of Data Acquisition: \$ 2,500

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 1st quarter 2013

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarter of 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: The analysis of this indicator will draw a snapshot of policies and procedural reforms by LARA annually. LARA will count the number of reforms improving revenue collection capability.

Presentation of Data: A snapshot of policies, procedural reforms in numeric value that will follow by a narrative interpretation of policies, procedures reforms.

Review of Data: LARA M&E Manager will undertake the document review of policies, procedural reforms conducted by LARA legal team or any third party organization each year, starting July 2012. M&E Manager, DCOP, and LARA COP will make sure that numbers of policies, procedural reforms are well captured through LARA data collection process.

Reporting of Data: LARA Annual Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	Poor existing policies and procedures	
2012	3		
2013	0		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 1.0.3

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: Number of proposed improvements in laws and regulations affecting property rights

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): This indicator measures the number of proposed improvements in laws and regulations that improve tenure security and property rights for urban and rural poor in Afghanistan.

Unit of Measure: Number of proposed improvements

Disaggregated by: N/A

Justification & Management Utility: This indicator measures progress towards achieving improvements in the property rights legal framework.

PLAN FOR DATA ACQUISITION

Data Collection Method: Documents and Reports review

Data Source: LARA Legal component

Method of Data Acquisition by TT/ARD: LARA Legal component reports

Frequency and Timing of Data Acquisition by TT/ARD: annually

Estimated Cost of Data Acquisition: \$ 2,500

Individual Responsible at TT/ARD: DCOP and COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E Filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 1st quarter 2013

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarter 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (cross checking legal component reports with relevant government stakeholders) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: simple calculation of the proposed improvements in laws and regulation as result of legal team interventions

Presentation of Data: a table that represent the number of improvements in laws and regulation

Review of Data: the M&E Manager will review the documents and reports about the proposed improvements. DCOP and COP will make sure of data well captured by the M&E team each year

Reporting of Data: LARA Annual Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	Existing property rights and related laws have gaps	
2012	1		
2013	3		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO- 4 indicator 1.1.1

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Increase in Arazi's land leasing

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): This indicator measures the gradual increase in government land leased by Arazi

Unit of Measure: land in hectares

Disaggregated by: N/A

Justification & Management Utility: This indicator will inform LARA management, USAID, and the host government to monitor progress of government land leased by Arazi as a result of improved institutional capacity of Arazi. This progress in turn will contribute to GIRoA revenue from lands.

PLAN FOR DATA ACQUISITION

Data Collection Method: Desk Review of Arazi lease related documents and reports

Data Source: Arazi database and reports

Method of Data Acquisition by TT/ARD: Request Arazi for information

Frequency and Timing of Data Acquisition by TT/ARD: Annual (Dec, 2012; Dec, 2013)

Estimated Cost of Data Acquisition: \$ 3,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E Filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 1st quarter, 2013

Known Data Limitations and Significance (if any): At the moment; Arazi lacks a Management Information System (MIS) for land leasing and it might be time consuming to collect information about this indicator.

Actions Taken or Planned to Address Data Limitations: Work on the MIS is in progress

Date of Future Data Quality Assessments: Dec, 2013

Procedures for Future Data Quality Assessments: Disk review of Arazi MIS for land leasing; lease related documents, Arazi Lease reports

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Simple data analysis by the M&E Manager in Spread sheet that demonstrate year to year increase in land leasing

Presentation of Data: LARA Quarterly Report and project review presentation to LARA management, which will include charts and tables on related data

Review of Data: By LARA DCoP Technical and CoP each year before submitting the Annual reports to TT-ARD starting Dec, 2012

Reporting of Data: LARA Annual Reports

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	6,000 ha	
2012	12,000 ha		
2013	18,000 ha		

THIS SHEET LAST UPDATED ON: Feb 21, 2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 1.1.2

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: IT system established and functioning for better service delivery

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): LARA will work with Arazi for an integrated IT system that will guide them better manage and track land operations; which will improve their routine activities. The indicator measures the establishment and usage of the IT system and usage

Unit of Measure: IT system established (Milestone)

Disaggregated by: n/a

Justification & Management Utility: The establishment of the IT system is the basis for improved efficiency within government. LARA would measure the efficiency of their supported systems via increase land leasing by Arazi.

PLAN FOR DATA ACQUISITION

Data Collection Method: Physical Observation

Data Source: M&E Observation Report

Method of Data Acquisition by TT/ARD: Field observation by Legal Framework Component Leader and the LARA M&E staff

Frequency and Timing of Data Acquisition by TT/ARD: LARA Quarterly report

Estimated Cost of Data Acquisition: \$ 2,500

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS and M&E Filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: July, 2012

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: n/a

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: The analysis of this indicator derived from a qualitative abstraction of an observation to be conducted by the M&E team. The information gathered through the observation and interviews with key informants in Arazi will draw a picture of service delivery management and monitoring system. The analysis will demonstrate the success, challenges and achievements of the system.

Presentation of Data: This indicator reveals in narrative picture to demonstrate the success, achievement and challenges of the service delivery, management and monitoring system

Review of Data: The M&E specialist will launch a systematic observation associated with key informant interviews to gauge the system service delivery. The LARA DCOP, COP will crosscheck the information to ensure data is well represented by July, 2012

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A		
2012	Milestone Achieved	Arazi lacks a professional system for land management and monitoring	
2013	Milestone Achieved		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 1.2.1

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Case Management mechanism for Government/private land disputes developed

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: (Self Explanatory) Case Management mechanism refers to the system to be established for the government and private land disputes within the Afghanistan Land Authority 'Arazi'.

Unit of Measure: Milestone achieved)

Disaggregated by: n/a

Justification & Management Utility: This indicators measure a system or a mechanism for dispute resolution to be established for government and private lands. In order to ensure that disputes about land occupations are dealt with fairly and transparently, a clear and open process for case management must be established.

PLAN FOR DATA ACQUISITION

Data Collection Method: Document Review and Observation

Data Source: Arazi and Land Tenure Security Component (LTC)

Method of Data Acquisition by TT/ARD: Request to Arazi and LTC component

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly Report

Estimated Cost of Data Acquisition: \$2,500

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Sep, 2012

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: n/a

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: The analysis of this indicator derived from a document review developed for the land case management mechanism. The information gathered through the document review fulfilling the case management system requirements. The analysis will demonstrate that the case management mechanism developed and refined for implementation.

Presentation of Data: A narrative paragraph from the analysis will draw the status of the case management system

Review of Data: By July 2012, the M&E specialist, DCOP and LARA COP will make sure of the information derived from the document review.

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	Arazi lacks specific procedures for land case management	
2012	Achieved		
2013	Achieved		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 1.2.2

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: # of training courses provided to Government and private sector on use of land dispute resolution mechanism

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: These are the number of specific training courses provided to government officials and private sector on the land dispute resolution mechanism supported by LARA project

Unit of Measure: # of training courses

Disaggregated by: government, private sector, gender

Justification & Management Utility: This indicator captures the output of training and capacity building activities that provides training to government officials in respect of the land dispute mechanism developed

PLAN FOR DATA ACQUISITION

Data Collection Method: Training course signing sheet, training reports and physical observations or the training sessions

Data Source: Training providers

Method of Data Acquisition by TT/ARD: Training Completion Report

Frequency and Timing of Data Acquisition by TT/ARD: Monthly for longer trainings and training event completion reports as appropriate

Estimated Cost of Data Acquisition: \$ 3,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager/COP

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: July, 2012

Known Data Limitations and Significance (if any): Weak capacity and compliance of partners, stakeholders to report systematic training data, statistics, and relevant supporting documents that can verify the training's information.

Actions Taken or Planned to Address Data Limitations: LARA M&E designed a systematic tools as well as providing training opportunities to partners organization in order to better understand the needs and value of reporting data and information to LARA.

Date of Future Data Quality Assessments: fourth quarter 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: LARA M&E will use cross tabulation and disaggregation by type of beneficiaries (government and private sector) who attended these trainings. A table can better demonstrate number of trainings on the land dispute resolution

Presentation of Data: Table and graphs will use internally and externally to demonstrate trainings activities

Review of Data: M&E specialist will review all training attendance sheets, modules, SOW, Contract and relevant supporting materials to verify the number of trainings course conducted. The M&E manager will review this indicator at the end of each month in order to ensure its accuracy and validity. DCOP, COP will make sure that these data and information are well captured through the ARDMIS.

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	0	0	
2012	6		
2013	35		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO- 4 indicator 1.2.3

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Number of people trained in land dispute resolution skills with USG assistance

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): Number of government officials, traditional authorities, and community representatives who participated in trainings (courses, seminars and workshops) about land dispute resolution mechanism

Unit of Measure: Number of participants

Disaggregated by: Gender

Justification & Management Utility: This indicator will inform LARA management, USAID, and the host government to monitor progress on the range of land dispute resolution trainings and beneficiary coverage by LARA project.

PLAN FOR DATA ACQUISITION

Data Collection Method: Training signing sheet and training report

Data Source: training providers

Method of Data Acquisition by TT/ARD: Training event report/training completion report

Frequency and Timing of Data Acquisition by TT/ARD: Monthly for longer trainings and training event completion reports as appropriate

Estimated Cost of Data Acquisition: \$2,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E Filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: June, 2012

Known Data Limitations and Significance (if any): Weak capacity and compliance of partners, stakeholders to report systematic training data, statistics, and relevant supporting documents that can verify the training's information.

Actions Taken or Planned to Address Data Limitations: LARA M&E designed a systematic tools as well as providing training opportunities to partners organization in order to better understand the needs and value of reporting data and information to LARA.

Date of Future Data Quality Assessments: Dec, 2012; June, 2013 and Dec, 2013

Procedures for Future Data Quality Assessments: Cross-checking events reports with spot check reports and participants attendance sheets

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Each Quarter starting June, 2012; data will be analyzed by the M&E Specialist via SPSS demonstrating number of individuals trained disaggregated by location, organization and gender

Presentation of Data: LARA Quarterly Report and project review presentation to LARA management, which will include charts and tables on related data

Review of Data: For each training event, the M&E specialist will be conducting a data review to ensure the trainings data accuracy following its supporting documents (training attendance sheet, SOW, relevant supporting document check). LARA DCoP Technical and CoP will ensure the accuracy of training data and the information.

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	"Zero"	
2012	0		
2013	1000 M = 700 F = 300		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 1.2.4

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: % of private sector indicating satisfaction with the dispute resolution mechanism

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: The % of private sector (firms, and individuals) surveyed who are satisfied with dispute resolution mechanism in targeted communities. Satisfaction is defined as a condition where community members are either satisfied or very satisfied with the dispute resolution process.

Unit of Measure: % of firms and individuals interviewed

Disaggregated by: firm, individual, gender

Justification & Management Utility: These indicators determine the effectiveness of the dispute resolution mechanism developed. Where satisfaction level is low, there may be a need either to review the process or review community/government understanding of the process

PLAN FOR DATA ACQUISITION

Data Collection Method: Sample Survey in the targeted communities

Data Source: Survey report undertaken by Partner organization

Method of Data Acquisition by TT/ARD: LARA staff working with third party organization who will conduct survey.

Frequency and Timing of Data Acquisition by TT/ARD: Annual Report

Estimated Cost of Data Acquisition: \$ 15,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to USAID: Monitoring and evaluation manager/COP

Location of Data Storage: ARDMIS and LARA filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: January 2013

Known Data Limitations and Significance (if any): The complexity of the satisfaction survey on the dispute resolution mechanism may be difficult due to the personnel biases involvement lack of appropriate land property ownership deeds.

Actions Taken or Planned to Address Data Limitations: LARA M&E will make sure personnel biases are controlled in through a systematic analysis of cases reported in the survey

Date of Future Data Quality Assessments: last quarters of 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification cross checking of reports and available data by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: The survey needs to cross tabulate data using specific factors, using correlation as well as disaggregation of data by gender. The survey data will be analyzed, using SPSS to indicate level of satisfaction with the dispute resolution mechanism

Presentation of Data: The data will be presented through a survey report, using charts, graphs and narrative interpretation of data in order to highlight level of satisfaction with the dispute resolution mechanism

Review of Data: Part of the survey in November 2012, the LARA M&E specialist will review the data collection instruments, processes and will crosscheck the data to ensure data quality and accuracy are totally met. The LARA COP and DCOP will make sure that the information collected, are well captured and meeting the total quality factors. This review will take place in January 2013

Reporting of Data: LARA Annual Report

OTHER NOTES**Notes on Baselines/Targets:****PERFORMANCE INDICATOR VALUES**

Year	Target	Baseline	Notes
2011	N/A	43%	Current satisfaction level with dispute resolution process
2012	48%		
2013	58%		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA**AO 4 Indicator 2.0.1**

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: % of properties paying Sanitation tax at the municipal level for targeted communities

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): Properties refer to houses and commercial openings (shops, markets and banks etc..) in the targeted communities

Unit of Measure: % of properties

Disaggregated by: n/a

Justification & Management Utility: This indicator measures the effectiveness of the LARA's upgrading and formalization work in targeted communities.

PLAN FOR DATA ACQUISITION

Data Collection Method: review of municipal revenue record for sanitation tax

Data Source: Jalalabad Municipality Revenue department

Method of Data Acquisition by TT/ARD:LARA technical staff working in municipality requests the Municipal officials to share data on this indicator as per the PIL signed with IDLG

Frequency and Timing of Data Acquisition by TT/ARD: Annually

Estimated Cost of Data Acquisition: \$4,000

Individual Responsible at TT/ARD: DCOP/ COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: fourth quarter 2012

Known Data Limitations and Significance (if any): Record checking or accessing municipal reports is very complex as sensitive information

Actions Taken or Planned to Address Data Limitations: USAID's LARA signed Project Implementation Letter (PIL) that can better facilitate information sharing with LARA project.

Date of Future Data Quality Assessments: last quarter 2013

Procedures for Future Data Quality Assessments:"Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Cross tabulation of those properties which are paying tax verses total number of properties in the Jalalabad Municipality

Presentation of Data: A table and graph that shows a set of properties paying sanitation tax verses total number of properties in the Jalalabad Municipality

Review of Data: By Dec, 2012, the M&E specialist will crosscheck the data records in the municipality to ensure data are properly reported. The LARA COP, DCOP will make sure data are accurately captured and well organized

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	NA	38%	38% are paying sanitation tax in the targeted communities
2012	N/A		
2013	12% above baseline value		

THIS SHEET LAST UPDATED ON: 21/2/2012

AO- 4 Indicator2.0.2 (M) 4.2.3c

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Sanitation tax revenues at the municipal level

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): Absolute value of revenues to municipalities from the sanitation tax. Revenues will only be measured for those municipalities directly benefitting from USAID land reform programs.

Unit of Measure: US\$

Disaggregated by: N/A

Justification & Management Utility: As properties in informal settlements are registered in the municipal registries, the occupiers of those properties will pay sanitation tax. As registrations increase, sanitation tax revenues should also increase.

PLAN FOR DATA ACQUISITION

Data Collection Method: Reviewing Jalalabad Municipality Reports on Revenues and Sanitation taxes

Data Source: Jalalabad Municipality Revenue department

Method of Data Acquisition by TT/ARD: Request to Jalalabad Municipality

Frequency and Timing of Data Acquisition by TT/ARD: Annual (Dec, 2012 and Dec, 2013)

Estimated Cost of Data Acquisition: \$ 3,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E Filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: March, 2013

Known Data Limitations and Significance (if any): Obtaining revenue data is very complex as being sensitive information and especially with Jalalabad municipality as they don't have a proper MIS for revenue recording and reporting. Existing (archival) records provides insights about sanitation tax that cannot be observed or noted in another way. The Municipality might not be willing to share sensitive data about revenue. LARA's result attribution to this indicator might be a big concern as this indicator is contributed by multiple projects.

Actions Taken or Planned to Address Data Limitations: LARA management will coordinate data collection efforts for this indicator among IDLG, Municipality and GDMA to avoid data limitations

Date of Future Data Quality Assessments: Dec, 2013

Procedures for Future Data Quality Assessments: Cross-checking of Municipality revenue report and revenue database

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Data collected will be analyzed in Dec, 2012 and Dec, 2013 by the M&E Specialist using spread sheet and tables that better demonstrate value increased from year to year.

Presentation of Data: LARA Quarterly Report and project review presentation to LARA management in Dec, 2012 and Dec, 2013; which will include charts and tables on related data in terms of target and achievements

Review of Data: On December 2012 and 2013, M&E specialist, LARA DCoP Technical and CoP will ensure from the accuracy of this information before submitting quarterly reports to USAID at due time

Reporting of Data: LARA Quarterly Reports in Dec, 2012 and Dec, 2013

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES			
Year	Target	Baseline	Notes
2011	N/A	TBD	M&E will collect baseline information from GDMA and Jalalabad Municipality
2012	N/A		This is a high level indicator and few other projects (RAMP-UP EAST and ASGP) are also working to increase the Municipality revenue in Jalalabad. USAID-LARA will contribute to this indicator with formalizing 2 informal settlements, while setting up targets by LARA alone will seem un-realistic. LARA will coordinate this effort with USAID and other partner projects to set a reasonable target for this indicator
2013	TBD		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 2.0.3 (M) 4.2.3d

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Properties registered with municipal registration offices

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: Absolute numbers of individual land properties registered in municipal land registries. Properties will only be counted in those municipalities directly benefitting from USAID land reform programs.

Unit of Measure: # of properties

Disaggregated by: type and municipality

Justification & Management Utility: As properties are brought into the formal system from the informal the number of registered properties will increase

PLAN FOR DATA ACQUISITION

Data Collection Method: Document review and record check

Data Source: Jalalabad Municipality Property Registration department

Method of Data Acquisition by TT/ARD: LARA staff working with municipal request Municipal official for information sharing

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly, depending on the activity

Estimated Cost of Data Acquisition: \$1,500

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Sep, 2013

Known Data Limitations and Significance (if any): Record checking or accessing reports is very complex as the Municipality has a manual archive system to register properties and it take too much time for them to provide this information.

Actions Taken or Planned to Address Data Limitations: USAID's LARA signed Project Implementation Letter (PIL) that can better facilitate information and documents part of its coordination with the LARA project.

Date of Future Data Quality Assessments: last quarter of 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: a descriptive analysis including cross tabulation and disaggregation of properties by type

Presentation of Data: a table that shows number of properties registered with municipality. The Information will be interpreted to demonstrate how registration helped municipality in managing the urban lands

Review of Data: The M&E specialist will work closely with the technical staff to cross check the data records and make sure of its accuracy. DCOP and COP will make sure that informations captured are organized, accurate and reportable

Reporting of Data: LARA Quarterly Report quarterly

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	0	
2012	N/A		
2013	1800 M = 1746 F = 54		

THIS SHEET LAST UPDATED ON: 21/2/2012

AO- 4 indicator 2.0.4

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Properties digitized with municipal registration office

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): This indicator measures the number of properties (land parcels, houses, buildings, commercial spaces, and etc) scanned and digitized via the Open Title systems software established at the Municipal registration office in Jalalabad

Unit of Measure: Number of properties owned by an individual, company etc.

Disaggregated by: Type of property (Commercial OR Domestic)

Justification & Management Utility: To inform LARA management and USAID about the effectiveness of the Open Title systems and the software to support the host government with improved urban planning and revenue generation and the revenue control

PLAN FOR DATA ACQUISITION

Data Collection Method: Properties digitization Record check

Data Source: Jalalabad Municipality and the sub-contractor responsible for data entry into the OT software

Method of Data Acquisition by TT/ARD: Sub-contractor progress reports

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly (June, 2012; Sep, 2012; Dec, 2012; Mar, 2013; June, 2013; Sep, 2013; Dec, 2013)

Estimated Cost of Data Acquisition: \$1,500

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E Filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Sep, 2012

Known Data Limitations and Significance (if any): Speeding up the process and digitizing more property documents might jeopardize the quality of scan for the property ownership documents.

Actions Taken or Planned to Address Data Limitations: Quality of scan would be a priority for LARA project and will be pre-communicated to the sub-contractor supposed to be hired for this purpose.

Date of Future Data Quality Assessments: June, 2013 and Dec, 2013

Procedures for Future Data Quality Assessments: Cross checking of the progress report submitted by the sub-contractor for the data entry into the OT system software and physical check of the OT for the reported data (properties recorded/digitized)

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Each Quarter starting June, 2012; data will be analyzed by the M&E Specialist via Spread sheet demonstrating the number of new properties digitized together with the type of property at the Jalalabad municipality

Presentation of Data: LARA Quarterly Report and project review presentation to LARA management, which will include charts and tables on related data in terms of targets and achievements. Information will also disaggregated by type of property

Review of Data: Each quarter starting June, 2012, the LARA M&E specialist will cross check the data provided by the sub-contractor to ensure information are well captured. LARA DCoP Technical and CoP will make sure of data accuracy before submitting quarterly reports to USAID

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	“zero”	
2012	4000		
2013	10000		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 2.1.1

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: % of persons trained observed to be using skills gained through training

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s):self-explanatory. This indicator measures, by observation and interviews, the % of trained participants who demonstrated that they have utilized at least one new skill, method or practice presented in the training (that they were not doing prior to the training)

Unit of Measure: Percent (%)

Disaggregated by: gender, government, and private sector

Justification & Management Utility: This indicator measures the effectiveness of LARA supported trainings provided to government and private sector officials..

PLAN FOR DATA ACQUISITION

Data Collection Method: Surveys associated with focus group discussion. Direct observation of skills use, either through workplace observation or through inquiry/interview with supervisor

Data Source: Partner's organizations or staffs

Method of Data Acquisition by TT/ARD: Post Training assessment and/or survey report

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly, and annually based on a period of time post-training for participants to utilize new skills, methods and/or practices in an observable way

Estimated Cost of Data Acquisition: \$ 10,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and LARA filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 1st quarter 2012

Known Data Limitations and Significance (if any): Measuring the applications of skills in the job is a challenging area while, there are several other technical or political constraints that prevent training or knowledge application in the organization. So, measuring this would need in-depth quantitative and qualitative analysis

Actions Taken or Planned to Address Data Limitations: LARA is planning an in-depth study of the skills applications that include focus group interviews, surveys and key informant with key individuals in order to draw a clear snapshot of this indicator.

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: The survey results needs to be cross tabulated using correlation of the survey data and data collected through individual interviews and focus groups as well as disaggregation of data by gender and province.

Presentation of Data: Data will be reported through a detail presentation covering survey and other used methods. The presentation will include graphs, charts, and a narrative interpretation of data which will demonstrate skills applications in jobs

Review of Data: The M&E specialist will carefully review the data tabulation, analysis and result to ensure data is accurate and properly captured. DCOP and COP will make sure information are well organized and accurate

Reporting of Data: LARA Annual Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	60%	0	
2012	70%		
2013	80%		

THIS SHEET LAST UPDATED ON: 21/2/2012

AO- 4 indicator 2.1.2

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: % of knowledge/skills application

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): Knowledge/skills refers to land related technical knowledge/skills; while application refers to the usage of that knowledge into routine jobs

Unit of Measure: % increase in knowledge/skills application

Disaggregated by: N/A

Justification & Management Utility: This indicator will enable LARA-USAID to know the effectiveness of their trainings and problems thereof provided to the land governance actors. Also this will inform LARA and land agencies about the available hindrances (administrative, technical and operational), which avoid land actors to fully apply their learned knowledge/skills.

PLAN FOR DATA ACQUISITION

Data Collection Method: Post training evaluation – The methodology for data collection is under development by LARA, but it will utilize a qualitative survey approach.

Data Source: Land governance actors/agencies benefited from trainings

Method of Data Acquisition by TT/ARD: Post training evaluation reports

Frequency and Timing of Data Acquisition by TT/ARD: Annually and quarterly reports (June, 2012; Sep, 2012; Dec, 2012; Mar, 2013; June, 2013; Sep, 2013; Dec, 2013)

Estimated Cost of Data Acquisition: \$10,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E Filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Sep, 2012

Known Data Limitations and Significance (if any): this is a complex indicator and needs a qualitative research method to collect data; which is time consuming and costly.

Actions Taken or Planned to Address Data Limitations: LARA will design a comprehensive and analytical survey tool together with qualitative assessment techniques to capture the relevant possible information

Date of Future Data Quality Assessments: June, 2013 and Dec, 2013

Procedures for Future Data Quality Assessments: Triangulation of data collected from survey, interviews and focus group discussions

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: This information will cross tabulated, disaggregated to draw the effectiveness of training. Each Quarter starting June, 2012; data will be analyzed by the M&E Specialist via SPSS to demonstrate success, and lessons learned

Presentation of Data: LARA Quarterly Report and project review presentation to LARA management, which will include charts and tables on related data in terms of target and achievements as well as obstacles associated with full knowledge application.

Review of Data: By M&E Manager, LARA DCoP Technical and CoP each quarter before submitting quarterly reports to TT-ARD

Reporting of Data: Each quarter starting June, 2012

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	50%	“zero”	Baseline is the start year of the project. The baseline value will be zero to measure the incremental change in the knowledge/skills application,
2012	60%		
2013	70%		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 2.1.3

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: # of Person trained in key technical land management skills

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: Self-explanatory. Number of persons refers to individuals who have received technical training courses in specific land management areas.

Unit of Measure: # of person

Disaggregated by: gender

Justification & Management Utility: This indicator reflects the number of persons receiving capacity building in technical skills as a result of USG assistance. This data, when read with other data, can be used to infer training effectiveness.

PLAN FOR DATA ACQUISITION

Data Collection Method: Reviewing Training Attendance Registration and training final report

Data Source: Training providers

Method of Data Acquisition by TT/ARD: Training Monthly or Final Report

Frequency and Timing of Data Acquisition by TT/ARD: Monthly or Quarterly as appropriate

Estimated Cost of Data Acquisition: \$1,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 4th quarter 2011

Known Data Limitations and Significance (if any): Weak compliance of partners, stakeholders to report systematic training data, statistics, and relevant supporting documents that can verify the training's data and information.

Actions Taken or Planned to Address Data Limitations: LARA M&E designed a systematic tools as well as providing training opportunities to partners in order to better understand the needs and value in reporting data and information to LARA.

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Exploring data and progress through a frequency table that shows number of new individual trained disaggregated by gender

Presentation of Data: Table and graphs capturing individuals trained in technical land management

Review of Data: At the end of each month or training completion (which ever comes 1st), the M&E specialist will ensure of all training's supporting documents as well as attendance sheet to capture accurate data and information. DCOP and COP will make sure of data organization and accuracy

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES			
Year	Target	Baseline	Notes
2011	125 M = 100 F = 25	0	
2012	250 M = 200 F = 50		
2013	375 M = 275 F = 100		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 2.1.4

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: # of Urban development guidelines approved

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: This indicator measures guidelines drafted, revised and approved by MUDA, IDLG and Jalalabad Municipality for urban development in targeted municipalities (from National level down to municipality level) as result of USG activities.

Unit of Measure: # of guidelines

Disaggregated by: n/a

Justification & Management Utility: Guidelines drafted, revised and approved reflects reforms in target municipalities as result of LARA activities. The extent of the reforms, when read with other indicators, provides a measure of government will for reform as well as a basis for measuring performance improvement at a municipal level

PLAN FOR DATA ACQUISITION

Data Collection Method: Document Review (Urban Guidelines)

Data Source: MUDA, IDLG, and targeted municipalities

Method of Data Acquisition by TT/ARD: LARA staff working in the target municipalities.

Frequency and Timing of Data Acquisition by TT/ARD: Annually

Estimated Cost of Data Acquisition: \$ 1,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 4th quarter, 2012

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: N/A

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Calculating the number of guidelines drafted, and approved through the entire progress of the LARA project

Presentation of Data: A simple table that corresponds to the number of guidelines approved.

Review of Data: M&E specialist will conduct the document review to ensure number of guidelines drafted and approved. LARA DCOP and COP will make sure that the guidelines are carefully represented for the specific period

Reporting of Data: LARA Quarterly Report in Dec, 2012 and beyond

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	0	0	
2012	1		
2013	1		Targets are Cumulative

THIS SHEET LAST UPDATED ON: 21/2/2012

Objective- 4 (Economic Growth) Foreign Assistance Indicator 2.1.5 (F) 4.7.4-9

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Number of days of USG funded technical assistance on land tenure and property rights issues provided to counterparts or stakeholders

Is this an F-Indicator? Yes

DESCRIPTION

Precise Definition(s): The provision of goods or services to developing countries and other USAID recipients in direct support of a development objective-as opposed to the internal management of the foreign assistance program. Service could include the transfer of knowledge and/or expertise by way of staff, skills training, research work and financing to support quality of program implementation and impact, support administration, management, representation, publicity, policy development and capacity building. Technical assistance includes both human and institutional resources. Technical assistance does not include financial assistance.

Unit of Measure: Number of days of technical assistance provided in each reporting period. Rounded up or down into whole numbers.

Disaggregated by: N/A

Justification & Management Utility: To convey the coverage of LARA's technical assistance and capacity building activities

PLAN FOR DATA ACQUISITION

Data Collection Method: Reviewing Training signing sheets, sub-contracts and SOW

Data Source: LARA Operation and Technical Units; ToRs for TAs and event facilitators, event participants and event reports for capacity development efforts

Method of Data Acquisition by TT/ARD: TA and training events reports

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly (June, 2011; Sep, 2011; Dec, 2012; Mar, 2013; June, 2013; Sep, 2013; Dec, 2013)

Estimated Cost of Data Acquisition: \$2,500

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E Filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: June, 2012

Known Data Limitations and Significance (if any): None to date

Actions Taken or Planned to Address Data Limitations: None to date

Date of Future Data Quality Assessments: Dec, 2012 and Sep, 2013

Procedures for Future Data Quality Assessments: Data triangulation (Cross-checking events reports with spot check reports and end of training evaluation report by participants as well as interviews with relevant stakeholders for LARA provided technical assistance.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Each Quarter starting June, 2011; data will be analyzed by the M&E Specialist via Spread sheet while interpreting the statistic of land tenure through number of days counting as technical assistance

Presentation of Data: LARA Quarterly Report and project review presentation to LARA management, which will include charts and tables on related data in terms of target and achievements

Review of Data: By M&E Manager, LARA DCOP Technical and CoP each quarter before submitting quarterly reports to TT-ARD

Reporting of Data: Each quarter starting June, 2011

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	364	“zero”	Baseline is the start year of the project. The baseline value will be zero to measure the incremental change in the number of people trained resulting from a project.
2012	263		
2013	150		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 2.2.1

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: Number of Community Upgrade Development Plans approved

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): This indicator measures the number of community upgrading plans for informal settlements that have been developed, presented to and officially approved by the municipality.

Unit of Measure: Number

Disaggregated by: n/a

Justification & Management Utility: Allows LARA to work with municipalities to improve the security of tenure of people in informal settlements. The number of upgrade plans approved, when read with other indicators, is a measure of the scope/success of USG activities.

PLAN FOR DATA ACQUISITION

Data Collection Method: Document review (approved upgrading plans)

Data Source: Jalalabad Municipality

Method of Data Acquisition by TT/ARD: Informal Settlements & Formalization Component staff associated with upgrading activities will report on the status of upgrade plans

Frequency and Timing of Data Acquisition by TT/ARD: quarterly

Estimated Cost of Data Acquisition: \$2,500

Individual Responsible at TT/ARD: DCOP/ Informal Settlements & Formalization Component leader, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 1st quarter 2013

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: N/A

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Calculating the number of community upgrading plans approved by municipality.

Presentation of Data: A simple table that represent number of community upgrading plans approved

Review of Data: M&E specialist will conduct the document review to ensure number of community upgrading plans approved. LARA DCOP and COP will make sure that the upgrading plans are carefully represented for the specific targeted communities

Reporting of Data: LARA Quarterly Report quarterly

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	0	0	
2012	2		Targets are annual
2013	0		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 2.2.2

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: Number of informal settlements upgraded

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): This indicator measures the number of informal settlements (with approved upgrade plans) where LARA has implemented activities with municipalities to map, plan, upgrad and formalize land parcels.

Unit of Measure: Number

Disaggregated by: n/a

Justification & Management Utility: This indicator shows progress on implementing the developed community upgrade plans

PLAN FOR DATA ACQUISITION

Data Collection Method: Field Inspection, photographs

Data Source: LARA component responsible leader

Method of Data Acquisition by TT/ARD: Upon completion of upgrading activities in each informal settlement (as measured by payment of final upgrading-related invoices), such activities will be deemed complete.

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly

Estimated Cost of Data Acquisition: \$ 4,000

Individual Responsible at TT/ARD: DCOP/ Informal Settlements & Formalization Component leader, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: last quarter 2013

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: N/A

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Very simple, calculating the number of informal settlements upgraded while this will follow by a detail qualitative analysis of the two informal settlements. The qualitative analysis will demonstrate change, success in the informal settlements as result of the upgrading and formalization

Presentation of Data: Simple tables that represent the number of informal settlements upgraded. The table will follow by a detail narratives that demonstrates the changes and success in the two informal settlement

Review of Data: LARA M&E specialist, DCOP, and COP will conduct field observation in the upgraded informal settlements to make sure of upgrading and formalization in the two settlements

Reporting of Data: LARA quarterly reports

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	0	
2012	N/A		
2013	2		

THIS SHEET LAST UPDATED ON: 21/2/2012

Objective- 4 (Economic Growth) Foreign Assistance Indicator 2.2.3 (F) 4.4-8

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Number of beneficiaries receiving improved infrastructure services due to USG assistance

Is this an F-Indicator? Yes

DESCRIPTION

Precise Definition(s): This is the number of people who benefit from improved infrastructure services due to USAID assistance. This means that people either use an infrastructure service (such as transport) or receive an infrastructure product (such as ICT, water, sanitation, or electricity).

Unit of Measure: Number of Persons

Disaggregated by: Gender

Justification & Management Utility: This indicator will enable the Agency to explain to external stakeholders how many persons benefit from infrastructure supported provided by LARA- USAID.

PLAN FOR DATA ACQUISITION

Data Collection Method: Physical observations

Data Source: Technical progress reports of the infrastructure work and LARA M&E Unit

Method of Data Acquisition by TT/ARD: Sub-Contract Reports, Dec, 2012 and beyond till the end of the project

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly (Dec, 2012; Mar, 2013; June, 2013; Sep, 2013; Dec, 2013)

Estimated Cost of Data Acquisition: \$3,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E Filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: August, 2012

Known Data Limitations and Significance (if any): This indicator measures many aspects of the infrastructure including roads, schools, health clinics, water facilities, recreation parks etc...) globally in comparison to USG assistance. LARA needs to develop a checklist for possible infrastructure improvements with their scope against which the progress will be contributed to this foreign assistance indicator.

Actions Taken or Planned to Address Data Limitations: LARA will develop this checklist before actual work starts for infrastructure development in Jalalabad city

Date of Future Data Quality Assessments: Dec, 2013

Procedures for Future Data Quality Assessments: Data triangulation (Cross-checking of progress reports received from grantee/sub-contractor with physical observation and public perception through a sample sized survey.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Each Quarter starting Dec, 2012; data will be analyzed by the M&E Specialist via SPSS

Presentation of Data: LARA Quarterly Report and project review presentation to LARA management, which will include charts and tables on related data in terms of target and achievements

Review of Data: The data will review on a quarterly basis by M&E manager, LARA DCoP Technical and CoP each quarter before submitting quarterly reports to TT-ARD

Reporting of Data: Each quarter starting Dec, 2012

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	“zero”	Baseline is the start year of the project. The baseline value will be zero to measure the incremental change in the number of people benefiting from improved infrastructure.
2012	1000 M = 600 F = 400	“zero”	
2013	16000 M = 9000 F = 7000		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 2.2.4

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Urban Steering Committee established and functioning

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: This is a milestone indicator for the establishment of the proposed urban steering committee. The steering committee will coordinate formalization and upgrading activities in target municipalities. "Established and functioning" is read/tracked as one unit.

Unit of Measure: Urban Steering Committee established (Milestone achievement)

Disaggregated by: n/a

Justification & Management Utility: The steering committee will oversee formalization and upgrading activities that result in greater management practices. Its establishment is a measure of local political will to reform land administration and land management activities at a municipal level.

PLAN FOR DATA ACQUISITION

Data Collection Method: Participating in the steering committee meetings

Data Source: Steering committee meeting minutes

Method of Data Acquisition by TT/ARD: LARA staff working in the target municipalities.

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly Report

Estimated Cost of Data Acquisition: \$3,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Dec, 2012

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: N/A

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: qualitative analysis of the interactions, communication and coordination of the steering committee to gauge its functioning via participation in their regular meetings review through the ARDMIS, by the M&E Specialist, on a bi-quarterly basis

Presentation of Data: the data will be provided in a narrative form to gauge the steering committee functioning and establishment

Review of Data: The M&E specialist will gather data and draw findings from its meeting participation to ensure the steering committee is established and functioning. LARA DCOP and COP will make sure of the working group establishment and functioning

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	Urban Steering Committee not existing	
2012	Achieved		
2013	Achieved		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

Objective- 4 (Economic Growth) Foreign Assistance Indicator 2.2.5 (F) 4.7.4-5

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Number of households who have obtained documented property rights as a result of USG assistance

Is this an F-Indicator? Yes

DESCRIPTION

Precise Definition(s): Number of landholding households that receive documentation of property rights in the form of certificates, land titles, or other property documents as a result of USG programs that are designed to provide such documents

Unit of Measure: Number of households obtaining land property ownership related documents

Disaggregated by: Gender

Justification & Management Utility: This indicator will inform LARA management, USAID, and the host government to monitor progress on improved tenure security, which LARA seeks to achieve via providing documented property rights to Afghan public.

PLAN FOR DATA ACQUISITION

Data Collection Method: documents review of ownership rights

Data Source: Jalalabad Municipality and the community members in targeted communities

Method of Data Acquisition by TT/ARD: LARA Quarterly Reports

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly (Dec, 2012; Mar, 2013; June, 2013; Sep, 2013; Dec, 2013)

Estimated Cost of Data Acquisition: \$4,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E Filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: January 2013 as applicable per the reporting/target

Known Data Limitations and Significance (if any): None

Actions Taken or Planned to Address Data Limitations: N/A

Date of Future Data Quality Assessments: Last Quarter of 2013

Procedures for Future Data Quality Assessments: Desk review of Municipality documents and Random Spot Checks of property documents provided to community people

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: The data will cross tabulated for this indicator. Rights of properties will be disaggregated by gender and type of properties. A narrative analysis will demonstrate the success of the household properties rights and its security

Presentation of Data: LARA Quarterly Report and project review presentation to LARA management will include charts and tables that demonstrates the household with property rights that will follow by narrative detail and achievements

Review of Data: LARA M&E will conduct a record check of household with property rights and then the information will be assured by LARA DCoP Technical and CoP each quarter before submitting quarterly reports to USAID

Reporting of Data: Each quarter starting Mar, 2013

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES			
Year	Target	Baseline	Notes
2011	N/A	0	Baseline needs to be defined with Jalalabad Municipality for 2 informal settlements to measure our progress in future
2012	N/A		
2013	1800 M = 1746 F = 54		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 2.3.1

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: # of private sector firms and public institutions receiving institutional capacity building training (related to business functions)

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: self-explanatory

Unit of Measure: # of private sector firms

Disaggregated by: n/a

Justification & Management Utility: This indicator shows capacity building activities for the private sector firms related to improving their business functions. When read with other indicators, this can show improved capacity of businesses trained.

PLAN FOR DATA ACQUISITION

Data Collection Method: Training Attendance Registration

Data Source: Training providers

Method of Data Acquisition by TT/ARD: LARA staff working Capacity Building Component.

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly

Estimated Cost of Data Acquisition: \$2500

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 1st quarter 2012

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: a simple way is to calculate the number of recipient organizations for capacity building and training courses

Presentation of Data: simple table or charts that can represent the number of organization received trainings

Review of Data: the M&E specialist will make sure of training supporting documents and its attendance sheet. The LARA DCOP and COP will make sure of training data and its organization

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	10	0	
2012	5		
2013	12		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 2.3.2

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: # of private sector firms/public institutions receiving capacity training in land reform-related programs (technical)

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: This is the number Private sector firms and public institutions receiving technical training in land-sector activities as a result of USG assistance.

Unit of Measure: Number of Institutions

Disaggregated by: type of institutions (Public and private)

Justification & Management Utility: This indicator shows capacity building activities for private sector firms related to improving their land technical and managerial functions.

PLAN FOR DATA ACQUISITION

Data Collection Method: Review of Training Attendance sheets and training completion reports

Data Source: Training providers

Method of Data Acquisition by TT/ARD: progress reports and completion reports by training providers

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly Report

Estimated Cost of Data Acquisition: \$2,500

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 1st quarter 2012

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: a simple way is to calculate the number of recipient firms for capacity building and training course

Presentation of Data: simple table or charts that represent the number of firms received trainings

Review of Data: following each training, the M&E specialist will make sure of training supporting documents and its attendance sheet. The LARA DCOP and COP will make sure of training data and its organization

Reporting of Data: quarterly

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	4	0	
2012	6		Targets are Annual
2013	8		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 2.3.3 (M) 4.2.3e

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Person-days of training for key personnel in digital cartographic tools and mapping

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: This indicator represents the number person-days related to GIS and land records for formalization support. The number of participants multiply to the number of training days gives us the person days: Number participants x number of training days = person days

Unit of Measure: Person-days

Disaggregated by: gender

Justification & Management Utility: This indicator shows Capacity Building Component activities providing training courses to government and private sector firms' employees related to GIS and land records. It shows the number of days for the potential organizations/employees from which LARA can draw to support its settlement upgrading plans.

PLAN FOR DATA ACQUISITION

Data Collection Method: Training Attendance sheets and training reports review

Data Source: training providers

Method of Data Acquisition by TT/ARD: training event reports

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly

Estimated Cost of Data Acquisition: \$2,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: June, 2012

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: data to be cross tabulated and disaggregation by gender, organization, including private and public sector organizations as result of the training review through the ARDMIS, by the M&E Specialist, on quarterly basis

Presentation of Data: Table and chart can better demonstrate trainings that can explore rich information

Review of Data: M&E specialist will make sure of the training's supporting documents as well as training attendance sheets to ensure of data accuracy. LARA DCOP and COP will make sure of the data organization and reporting M&E Specialist, DCOP, COP

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES			
Year	Target	Baseline	Notes
2011	120 M = 90 F = 30	0	
2012	240 M = 160 F = 80		Targets are annual
2013	360 M = 260 F = 100		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 2.3.4

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: # of private sector firms with Business Plans

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: This indicator is a measure of the number of private sector firms trained with USG assistance that utilize an operational business plan (defined as comprehensive documents outline firm's objectives, strategy, identified customers, marketing and revenue plan for overall firm).

Unit of Measure: Number of business plans

Disaggregated by: n/a

Justification & Management Utility: This indicator shows LARA's capacity building impact on private sector firms.

PLAN FOR DATA ACQUISITION

Data Collection Method: Business plans review

Data Source: Private sector firms' records/business plans

Method of Data Acquisition by TT/ARD: LARA staff (Capacity Building Component)

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly

Estimated Cost of Data Acquisition: \$3,500

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Sep, 2013

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: N/A

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: a simple way is to physically review the number of firms with business plan as result of the LARA's capacity development activities

Presentation of Data: simple table or charts that represent the number of firms with business plan

Review of Data: the M&E specialist will make sure of business plan and its supporting documents.

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	0	
2012	N/A		
2013	2		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 2.3.5

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: # of private sector firms bidding on donor-funded requests for application

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: This indicator measures the number of private sector firms, bidding on a donor project as a result of LARA's provided trainings

Unit of Measure: # of private sector firms

Disaggregated by: n/a

Justification & Management Utility: When read this data with other indicators, this indicator shows the capacity of private sector firms trained with USG assistance to respond to donors' Requests for Application.

PLAN FOR DATA ACQUISITION

Data Collection Method: Private sector firms interview and their proposals review, donors interview

Data Source: funds application record, interview notes

Method of Data Acquisition by TT/ARD: LARA staff (Capacity Building Component).

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly Report

Estimated Cost of Data Acquisition: \$3,500

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Dec, 2013

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: N/A

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: it is only to count firms who are bidding on donor funded project

Presentation of Data: a snapshot of firms in a table or graphs who are bidding on donor projects

Review of Data: The M&E specialist will document the bidding documents and will maintain its supporting documents to keep accurate information supporting this indicator. M&E Specialist, DCOP, COP

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	0	
2012	N/A		
2013	2		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 2.3.6 (M) 4a

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: Full time equivalent jobs created

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): New employees are defined as full-time staff hired during the life of the project. Part time staff can be aggregated to full time equivalents as part of the calculation. Assisted enterprises are defined as those firms that receive support from the project. Tetra Tech ARD will use the USAID/Afghanistan standard of 260 man-days per Full-Time Equivalent

Unit of Measure: Number of full time jobs

Disaggregated by: gender, type of organization, location, type of employment

Justification & Management Utility: This indicator contributes to the employment generation in the local community as result of LARA interventions. It's important to measure employment generation that contributes to economic growth.

PLAN FOR DATA ACQUISITION

Data Collection Method: Reviewing Staff list associated with contracts

Data Source: Partners HR departments and LARA HR unit

Method of Data Acquisition by TT/ARD: Employees list provided by partner HR and LARA HR

Frequency and Timing of Data Acquisition by TT/ARD: quarterly

Estimated Cost of Data Acquisition: \$2,500

Individual Responsible at TT/ARD: DCOP/Capacity Building Component leader, COP

Individual Responsible for Providing Data to TT/ARD: M&E manager

Location of Data Storage: ARDMIS and LARA filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: July 2012

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: cross tabulation of employment data in order to gauge LARA's attribution to the employment generation. Jobs creation will disaggregated by gender and type of organization and location.

Presentation of Data: data will be presented in charts and table with disaggregation of gender and type of employment

Review of Data: M&E specialist will check and cross check all the sub-contracts reports, and its supporting documents in order to capture employment generation. LARA DCOP and COP will make sure of the data organization and its timely reporting

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES			
Year	Target	Baseline	Notes
2011	110 M = 90 F = 20	0	
2012	129 M = 110 F = 19		Targets are Annual
2013	173 M = 150 F = 23		

THIS SHEET LAST UPDATED ON: 21/2/2012

AO4 Indicator 2.3.7

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: # of people trained in organizational development disaggregated by gender

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: Self-explanatory. Number of persons refers to individuals who have received organizational development training courses. Course topics could include: management, administration, accounting & finance, computer skills, Monitoring and Evaluation etc.

Unit of Measure: # of person

Disaggregated by: gender, organization type

Justification & Management Utility: This indicator reflects the number of persons receiving capacity development to improve their organizational performance as result of USG assistance. These organizations are LARA stakeholders for Land Reform in Afghanistan. This data, when read with other data, can be used to infer training effectiveness.

PLAN FOR DATA ACQUISITION

Data Collection Method: Training attendance sheet review, Activity/Progress Report Review, Monitoring visits of the training events and post training evaluation questionnaire review

Data Source: training providers and LARA relevant component staffs

Method of Data Acquisition by TT/ARD: Training progress and completion report

Frequency and Timing of Data Acquisition by TT/ARD: Monthly and quarterly as appropriate

Estimated Cost of Data Acquisition: \$2,500

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS and LARA filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: July 2012

Known Data Limitations and Significance (if any): Limited stakeholders or partners capacity in reporting on the number of individuals and other requirements

Actions Taken or Planned to Address Data Limitations: LARA M&E have training opportunity for its partner organizations to built their capacity in term of data collection, reporting and submission of relevant support document to LARA

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation including attendance sheets, M&E visit reports) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: M&E will cross tabulate and disaggregate data by gender and type of recipient organizations on quarterly basis

Presentation of Data: Exploring data and progress through a table that shows number of new individual trained disaggregated by gender. The information will be presented on a quarterly basis

Review of Data: the M&E specialist will conduct a primarily review on a quarterly basis. The M&E specialist will make sure of training attendance sheets, training modules and relevant supporting documents for each training. LARA DCOP and COP will make sure of data accuracy and data quality

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	59 (49 M and 10 F)	0	
2012	330 (303 M and 27 F)		Targets are Annual
2013	350 (300 M and 50 F)		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

Objective- 4 (Economic Growth) Foreign Assistance Indicator (F) 4.7.4-6

AO 4 indicator 2.3.8

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Number of land governance actors receiving USG-funded training or upgraded facilities/equipment

Is this an F-Indicator? Yes

DESCRIPTION

Precise Definition(s): Number of government officials, traditional authorities, and community representatives who participate in trainings or receive upgraded equipment or facilities with which to carry out their duties

Unit of Measure: Number of land governance actors

Disaggregated by: Gender

Justification & Management Utility: This indicator will inform LARA management, USAID, and the host government to monitor progress on a range of projects activities that seek to benefit land governance actors in terms of technical and organizational capacities.

PLAN FOR DATA ACQUISITION

Data Collection Method: Training attendance sheet and event reports review

Data Source: Event facilitators, event participants list, event beneficiaries and event reports

Method of Data Acquisition by TT/ARD: Training and event completion report

Frequency and Timing of Data Acquisition by TT/ARD: depends on the activity but usually take place on a weekly and monthly basis

Estimated Cost of Data Acquisition: \$1,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: LARA PMP Tracker and M&E Filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: July, 2012

Known Data Limitations and Significance (if any): The attendance sheets for training events and etc. are not taken seriously by the partner's organization, while most of the time the quality standards are compromised. Sometimes the attendance sheets are found missing with signatures of the participants.

Actions Taken or Planned to Address Data Limitations: A revised attendance sheet has been prepared by the M&E Unit and the related staffs have been given an orientation about all quality standards.

Date of Future Data Quality Assessments: Dec, 2012 and Dec, 2013

Procedures for Future Data Quality Assessments: Cross-checking events reports with spot check reports and participants attendance sheets

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: the M&E specialist will conduct a detail analysis on the number of GIRoA's actors benefited by the project. The statistical analysis will follow by a detail narrative interpretation of data and information. This will take place on a Quarterly basis, starting June, 2011; data will be analyzed by the M&E Specialist via SPSS

Presentation of Data: LARA Quarterly Report and project review presentation to LARA management, which will include charts and tables on this data where GIRoA's actors are benefited by LARA training and other related activities.

Review of Data: On a monthly basis the M&E specialist will make sure of data accuracy and its supporting documents. The M&E specialist will undertake a review of the supporting documents and the raw data storage to ensure its security and validity. DCoP Technical and CoP will make sure of data quality before submit the information to USAID.

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	180 M = 150 F = 30	"Zero"	
2012	400 M = 300 F = 100		Targets are annual
2013	600 M = 400 F = 200		

THIS SHEET LAST UPDATED ON: 21/2/2012

**Objective- 4 (Economic Growth) Foreign Assistance Indicator (F) 4.7.4-8
AO 4 indicator 2.3.9**

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Person hours of training completed by government officials, traditional authority or individuals related to land tenure and property rights supported by USG assistance

Is this an F-Indicator? Yes

DESCRIPTION

Precise Definition(s): This indicator uses the following equation to express the number of USG- supported training hours that were completed by training participants:

Hours of USG supported training course x Number of people completing that training course

Support from the USG: This indicator counts training hours that were delivered in full or in part as a result of USG assistance. This could include provision of funds to pay teachers, providing hosting facilities, or other key contributions necessary to ensure training was delivered. This indicator does not automatically count any course for which the USG helped develop the curriculum, but rather focuses on delivery of courses that was made possible through full or partial funding from the USG.

People: Only people who complete the entire training course are counted for this indicator.

Training: Training is defined as sessions in which participants are educated according to a defined curriculum and set learning objectives. Sessions that could be informative or educational, such as meetings, but do not have a defined curriculum or learning objectives are not counted as training.

Inclusive economic law and property rights is defined as ensuring that poor people, women, and other disadvantaged groups have equal legal rights and protection in economic matters.

Unit of Measure: Number of person hours

Disaggregated by: Gender

Justification & Management Utility: Training indicators account for the expenditure of USG funds to build country capacity.

PLAN FOR DATA ACQUISITION

Data Collection Method: Training signing sheet and its final report

Data Source: Event facilitators/organizations

Method of Data Acquisition by TT/ARD: Training Completion Report

Frequency and Timing of Data Acquisition by TT/ARD: it depends on the nature of training; but usually, LARA receives reports after the training completion

Estimated Cost of Data Acquisition: \$2,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E Filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: July, 2012

Known Data Limitations and Significance (if any): The attendance sheets for training events and etc. may not taken seriously by the partner organization, while most of the time the quality standards are compromised. Sometimes the attendance sheets are found missing with signatures of the participants and training events are mostly tracked for person days instead of person hours

Actions Taken or Planned to Address Data Limitations: A revised attendance sheet has been prepared by the M&E Unit with all possible indicators and which tracks each event by hours and the related staffs have been given an orientation about all these standards.

Date of Future Data Quality Assessments: last quarter of 2012 and 2013

Procedures for Future Data Quality Assessments: Cross-checking events reports with spot check reports and participants attendance sheets and the end of training evaluation sheet filled by participants

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: the M&E specialist will conduct a detail analysis on the number training hours received by the private sector or public institutions. The statistical analysis will follow by a detail narrative interpretation of data and information to demonstrate capacity building as result of USG. The analysis will take place on a Quarterly basis, starting; data will be analyzed by the M&E Specialist via SPSS

Presentation of Data: LARA Quarterly Report and project review presentation to LARA management, which will include charts and tables on related data in terms of target and achievements

Review of Data: On a monthly basis the M&E specialist will make sure of data accuracy and its supporting documents. The M&E specialist will undertake a review of the supporting documents and the raw data storage to ensure its security and validity. DCoP Technical and CoP will make sure of data quality before submit the information to USAID.

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	3,000 M = 2400 F = 600	“zero”	
2012	86,640 M = 69312 F = 17328		Targets are annual
2013	80,000 M = 64000 F =16000		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 2.4.1

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: # of proposed amendments to the urban planning legislation drafted by MUDA and IDLG

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): This indicator measures the number of LARA proposed improvements to the existing Urban legislation and regulations drafted by MUDA and IDLG that will improve the GIRoA capacity for urban land planning and management.

Unit of Measure: Number of proposed improvements drafted

Disaggregated by: N/A

Justification & Management Utility: LARA management will use this indicator to monitor their technical assistance towards Urban Policy Recommendations, Plan Development and Improvements to Planning Processes, Informal Settlements Upgrading, Urban Information Systems, Review and Recommend Improvements to Land Use Regulations and the Legal Urban Planning Framework

PLAN FOR DATA ACQUISITION

Data Collection Method: Legal Documents review and progress reports of the LARA legal consultant

Data Source: LARA Legal consultant, MUDA and IDLG

Method of Data Acquisition by TT/ARD: LARA’s meeting with MUDA and IDLG and request the legal consultant for progress reports about his assigned legal tasks

Frequency and Timing of Data Acquisition by TT/ARD: Monthly

Estimated Cost of Data Acquisition: \$2,000

Individual Responsible at TT/ARD: DCOP and COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E Filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: July, 2012

Known Data Limitations and Significance (if any): N/A

Actions Taken or Planned to Address Data Limitations: N/A

Date of Future Data Quality Assessments: Sep, 2013

Procedures for Future Data Quality Assessments: Cross checking of legal consultant reports with urban planning legislation and interviewing relevant government stakeholders for their perception of the legal priorities met by the LARA legal consultant.

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Qualitative assessment of the progress reports, proposed amendments and the level of satisfaction of the relevant stakeholders (MUDA and IDLG). M&E will only conduct few key informant interviews with key stakeholders to have their perception on the proposed amendments by the consultant

Presentation of Data: Tabular representation of the number of improvements in urban planning legislation and the legal consultant final report on the assigned task.

Review of Data: The M&E Manager, DCOP and COP will review the documents and reports about the number and quality of proposed improvements before submitting the quarterly reports to USAID starting July, 2012 till task completion.

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	Existing Urban planning and management legislation have gaps	
2012	3		Targets are annual
2013	N/A		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 2.4.2

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Land Management Law improvements agreed and drafted by MAIL

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: As a result of the BizCLIR/CLIR Assessment, it is anticipated that a number of changes will be required to the Land Management Law (among others) that will permit the registration of customary rights to land. This indicator measures all the amendments and changes as one unit of milestone "agreed and drafted" by MAIL.

Unit of Measure: Land Management law improvements agreed and drafted (Milestone achievement)

Disaggregated by: n/a

Justification & Management Utility: The amendment of the land management law reflects the political will to effect reform in the land sector. This indicator will assist to measure flow-on efficiencies and improvements in land tenure security.

PLAN FOR DATA ACQUISITION

Data Collection Method: Draft LML Review

Data Source: MAIL Legislation Archive and Arazi

Method of Data Acquisition by TT/ARD: Request to MAIL for the drafted LML version

Frequency and Timing of Data Acquisition by TT/ARD: This is a milestone indicator and will take place by July 2012

Estimated Cost of Data Acquisition: \$2,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: July 2012

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: N/A

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: a milestone indicator following by a narrative interpretation about the improvements in the land management law

Presentation of Data: by July 2012, M&E will draw a narrative snapshot about the improvements of the land management laws agreed and drafted by MAIL to draw a story about its success.

Review of Data: by July 2012, the M&E specialist will document the process of land management law and its improvements.

Reporting of Data: LARA Quarterly Report in June, 2012

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011		The existing land management laws has multiple gaps identified via BizCLIR	
2012	Milestone Achieved		Amendments agreed and drafted by MAIL
2013	Milestone Achieved		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 3.0.1

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: % increase of surveyed Afghans that report satisfactory land service delivery by the makhzan

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: This indicator measures an increase in Afghan individuals who report satisfied or very satisfied from Makhzan services in the targeted communities

Unit of Measure: % of Afghan population

Disaggregated by: Gender, location

Justification & Management Utility: This indicator measures customer satisfaction with public services and, when read with other indicators, can indicate improved government capacity to deliver services in a timely and efficient way

PLAN FOR DATA ACQUISITION

Data Collection Method: Customer Satisfaction Survey

Data Source: LARA Survey report

Method of Data Acquisition by TT/ARD: Survey Report from LARA Partner

Frequency and Timing of Data Acquisition by TT/ARD: Annual report after Baseline

Estimated Cost of Data Acquisition: \$15,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 1st quarter 2013

Known Data Limitations and Significance (if any): 1. Lack of qualified local organizations or specialists to conduct surveys and assessment 2. Weak data protection act in Afghanistan to ensure interviewees of their information which should be kept secure and free of manipulation. People often hesitate providing information because of his/her own security.

Actions Taken or Planned to Address Data Limitations: LARA will support the data collection through a systematic support process which should be more convenient to the interviewees. LARA will make sure of ethically conducts, the survey process, instruments, to ensure of both data quality and customer oriented approach.

Date of Future Data Quality Assessments: last quarter 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: a powerful statistical tools and a user friendly software will use that can cross tabulate, and disaggregate information by gender and location. The analysis should give a voice to the data to find out stories about satisfaction with land service delivery by Makhzan.

Presentation of Data: More typical elements to draw findings and type of charts and graphs will use to best present data from the various question formats. Data will be interpreted both in a numeric and qualitative values to demonstrate the satisfaction

Review of Data: by end of Dec 2012 and Dec 2013, the data will get clear through a systematic process of field base supervision of the data collection process as well as the analysis and reporting with crosschecking to ensure accuracy and data quality. The LARA M&E specialist, DCOP & COP will make sure of the data quality, analysis and reporting which should be free of biases, typos, and mistakes.

Reporting of Data: LARA Annual Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES			
Year	Target	Baseline	Notes
2011	N/A	60%	Baseline percentage of surveyed Afghans satisfied. As the indicator tracks percentage increase in Afghans satisfied, this number will be used as the baseline for the calculation and is not the baseline for the indicator itself.
2012	N/A		
2013	10% above baseline		Targets are above baseline

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 3.0.2

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: % increase of surveyed Afghans that report satisfactory land service delivery by Municipalities

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: This indicator measures an increase in the number of individuals, who report satisfied or very satisfied from the service delivery by municipality department in Jalalabad city.

Unit of Measure: % of Afghan population

Disaggregated by: Gender, location

Justification & Management Utility: This indicator measures customer satisfaction with public services and, when read with other indicators, can indicate improved government capacity to deliver services in a timely and efficient way.

PLAN FOR DATA ACQUISITION

Data Collection Method: Customer Satisfaction Survey

Data Source: LARA Survey report

Method of Data Acquisition by TT/ARD: This survey may outsourced to a third party

Frequency and Timing of Data Acquisition by TT/ARD: annual survey report

Estimated Cost of Data Acquisition: \$15,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS and LARA filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 1st quarter 2013

Known Data Limitations and Significance (if any): 1. Lack of qualified local organizations or specialists to conduct surveys and assessment 2. Weak data protection act in Afghanistan to ensure interviewees of their information which should kept secure and free of manipulation. People often hesitates providing information because of his/her own security.

Actions Taken or Planned to Address Data Limitations: LARA will support the data collection through a systematic support base process which should be more convenient to the interviewees. LARA will make sure of ethically conducts, the survey process, instruments, to ensure of both data quality and customer oriented approach.

Date of Future Data Quality Assessments: last quarter 2013

Procedures for Future Data Quality Assessments:“Content validity” QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: a powerful statistical tools and a user friendly software will use that can cross tabulate, and disaggregate information by gender and location. The analysis should give a voice to the data to find out stories about satisfaction with land service delivery by Municipality.

Presentation of Data: More typical elements to draw findings and type of charts and graphs will use to present data from the various question formats. **Data will be interpreted both in a numeric and qualitative values to demonstrate the satisfaction from municipality**

Review of Data: by the end of survey in Dec 2012 and Dec 2013, the data will get clear through a systematic process of field base supervision of the data collection process as well as the analysis and reporting with crosschecking to ensure accuracy and data quality. The LARA M&E specialist, DCOP & COP will make sure of the data quality, analysis and reporting which should be free of biases, typos, and mistakes

Reporting of Data: LARA annual report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	16%	Baseline percentage of surveyed Afghans satisfied. As the indicator tracks percentage increase in Afghans satisfied, this number will be used as the baseline for the calculation and is not the baseline for the indicator itself.
2012	N/A		
2013	25% above baseline		Targets are Annual

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 3.0.3

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: Percentage (%) increase in women's inclusion in new deed registrations and leases/occupancy certificates

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): Compared to a baseline value (in target municipalities) of registrations in the name of women, the indicator measures new/additional registrations that include women in deeds and leases/occupancy certificates, and express that as an increase over the baseline value. Targets are annual but show cumulative effect.

Unit of Measure: % of properties and leases registered by the name of Afghan women

Disaggregated by: N/A

Justification & Management Utility: This indicator measures the increase in deeds and leases granted to women, which captures LARA's contribution to gender integration.

PLAN FOR DATA ACQUISITION

Data Collection Method: review of deed registrations/records in the municipality

Data Source: municipal documents and registration records

Method of Data Acquisition by TT/ARD: investigation of deed registrations

Frequency and Timing of Data Acquisition by TT/ARD: annually

Estimated Cost of Data Acquisition: \$2,500

Individual Responsible at TT/ARD: DCOP/ Strengthen Land Tenure Security Component leader, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: 1st quarter 2013

Known Data Limitations and Significance (if any): lack of adequate system of data storage in the municipality offices in order to organize, manage and produce data in relation to deeds registrations

Actions Taken or Planned to Address Data Limitations: LARA M&E will work together with the municipality to sort out information for this indicator. LARA will make sure that these information is accurately captured for the progress

Date of Future Data Quality Assessments: last quarter 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: data will cross tabulated by location, and will disaggregated by gender. The analysis should give a voice to the data to demonstrate increase in women's deeds occupancy/certificates

Presentation of Data: more typical element of charts and graphs will use to draw increase in women's deeds

Review of Data: by the end of Dec 2012, 2013, the M&E specialist will do an in-depth records checking and will make sure of new deeds registration. The DCOP and COP will ensure of supporting documents and records from Municipality

Reporting of Data: LARA Quarterly reports in Dec, 2012 and Dec, 2013

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	0	TBD	
2012	2%		Targets are cumulative
2013	4%		

THIS SHEET LAST UPDATED ON: 21/2/2012

AO- 4 indicator 3.1.1

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Property records digitized within Court archives (Makhzans)

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): This indicator measures the number of land property related deeds and other necessary documents in the Supreme Court, the 11 provincial makhzans and Arazi and in coordination with Harakat (DFID funded project)

Unit of Measure: Number

Disaggregated by: Province, Makhzan

Justification & Management Utility: To inform LARA management and USAID about the effectiveness of the GRM OpenTitle and GRM LRS Backfile systems software and to help streamline the property registration process in targeted areas. This will also help the Court officials in their routine jobs both in terms of time and quality of the ownership documents.

PLAN FOR DATA ACQUISITION

Data Collection Method: Reviewing progress report of the sub-contractor and Harakat for the data entry into the GRM OpenTitle and GRM LRS Backfile systems software

Data Source: Supreme Court, the 2 makhzans in coordination with Harakat (DFID funded project)

Method of Data Acquisition by TT/ARD: Sub-contractor reports to LARA

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly (June, 2012; Sep, 2012; Dec, 2012; Mar, 2013; June, 2013; Sep, 2013; Dec, 2013)

Estimated Cost of Data Acquisition: \$ 1,500

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: LARA PMP Tracker and M&E Filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: June, 2012

Known Data Limitations and Significance (if any): LARA is not directly involved in digitization of the property documents and has to rely primarily on Harakat's and Court reports. Speeding up the process and digitizing more property documents might jeopardize the quality of scan for the property ownership documents.

Actions Taken or Planned to Address Data Limitations: Before digitization starts; LARA management will ensure that a better coordination is in place between all related parties working on digitization. Quality of scan would be a priority for LARA project and will be pre-communicated to the sub-contractor supposed to be hired for this purpose.

Date of Future Data Quality Assessments: Dec, 2013

Procedures for Future Data Quality Assessments: Reviewing the progress reports submitted by the sub-contractor and Reports shared by Harakat for the data entry into the GRM OpenTitle and GRM LRS Backfile systems software and cross checking these reports with M&E observation reports of the data recorded into the GRM OpenTitle and GRM LRS Backfile systems software

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: The number of properties digitized will be disaggregated by provinces and Makhzan.

Presentation of Data: The information will be provided in a table and will be presented in the LARA's Quarterly Report and project review presentation to LARA management. Using tables and graphs the information will be well represented.

Review of Data: The information will be cross tabulated and cross check with the Makhzan officials on quarterly basis by the M&E specialist. LARA DCoP Technical and CoP will make sure of this information before submitting quarterly reports to USAID

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	361,948	
2012	N/A		
2013	500,000		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 3.2.1

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: Number of Public Information campaigns promoting women's rights to land

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): This indicator records the number of campaigns (radio spot, TV spot, magazine, etc) gearing to educate, inform and promote women's land rights. Activities include meetings, use of media, etc.

Unit of Measure: Number

Disaggregated by: type of campaigns

Justification & Management Utility: Part of overall communications and outreach strategy to educate, inform and influence the debate of women's land rights among Afghan community

PLAN FOR DATA ACQUISITION

Data Collection Method: Reviewing Campaign Reports and photos

Data Source: Project Communications Component Records and sub-contractor/grantee reports

Method of Data Acquisition by TT/ARD: sub-contractor/grant communication and outreach report

Frequency and Timing of Data Acquisition by TT/ARD: Monthly and quarterly as appropriate

Estimated Cost of Data Acquisition: \$1,200

Individual Responsible at TT/ARD: Communications Specialist, DCOP, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: July, 2012

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: calculating the numeric value of communication campaigns and messages. Also maintaining this information in a data set that goes into a table part of the quarterly report

Presentation of Data: a table in a quarterly report will represent the number of communication campaigns during a specific period

Review of Data: the M&E specialist will ensure through a monitoring visit that the communication campaigns are implemented. Considering the supporting document and M&E verification tools, DCOP and COP will make sure of the data well organized and reported timely basis

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	0	
2012	5		Targets are annual
2013	10		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 3.2.2

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: Number of Public Information campaigns Targeting Afghan property rights and procedure

Is this an F-Indicator? No

DESCRIPTION

Precise Definition(s): This indicator records the number of campaigns gearing to educate, and inform the public on property rights and procedure. Activities include, radio spot, TV spot, meetings, use of media, etc.

Unit of Measure: Number of campaigns

Disaggregated by: n/a

Justification & Management Utility: Part of overall communications and outreach strategy to educate, inform and influence the debate of property rights and procedure

PLAN FOR DATA ACQUISITION

Data Collection Method: Campaign Report reviews and observation reports

Data Source: Project Communications Component Records and sub-contractor/grantees for communication campaigns

Method of Data Acquisition by TT/ARD: field staff monthly report

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly

Estimated Cost of Data Acquisition: \$1,200

Individual Responsible at TT/ARD: PIA Specialist, DCOP, COP

Individual Responsible for Providing Data to TT/ARD: M&E Manager

Location of Data Storage: ARDMIS

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: July, 2012

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: calculating the numeric value of communication campaigns and maintaining this information in a data set that goes in a table part of the quarterly report

Presentation of Data: a table in a quarterly report will represent number of communication campaigns during a specific period

Review of Data: by July 2012, the M&E specialist will ensure through a monitoring visit that the communication campaigns are implemented. Considering the supporting document and M&E verification tools, DCOP and COP will make sure of the data well organized and reported timely

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	0	
2012	8		Targets are annual
2013	15		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Indicator 3.2.3

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: % of public in targeted areas aware of public information messages

Is this an F-Indicator? No

DESCRIPTION

Precise Definition: This indicator measures % of citizens in targeted municipalities that are aware of public information messages about land property and inheritance rights over Radio, TV, and via outreach campaigns.

Unit of Measure: % of Afghan population in targeted areas (Jalalabad and Kabul)

Disaggregated by: gender

Justification & Management Utility: This data helps the Project to understand and identify public outreach impact for Project messages within targeted communities.

PLAN FOR DATA ACQUISITION

Data Collection Method: Household Survey conducted by project partner organization

Data Source: LARA's sub-contractor for the survey work

Method of Data Acquisition by TT/ARD: Survey Report

Frequency and Timing of Data Acquisition by TT/ARD: Semi-annual Report

Estimated Cost of Data Acquisition: \$20,000

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Monitoring and evaluation manager

Location of Data Storage: ARDMIS and M&E filing system

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: last quarter of 2012

Known Data Limitations and Significance (if any): 1. Lack of qualified local organizations or specialists to conduct surveys and assessment 2. Weak data protection act in Afghanistan to ensure interviewees of which the information he/she provides is kept secure and free of manipulation

Actions Taken or Planned to Address Data Limitations: LARA will support the data collection through a systematic support base process convenient to the interviewees. LARA will make sure of ethically conducts the survey process to ensure of both data quality and customer oriented approach

Date of Future Data Quality Assessments: last quarter 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: The survey needs to cross tabulate data using specific variable, using correlation as well as disaggregation of data by gender and province. The survey data will analyzed using SPSS to indicate level of awareness about land rights in general and women's rights in particular.

Presentation of Data: The data will be presented through a survey report, using charts, graphs and narrative interpretation of data in order to highlight level of awareness of Afghan population from their land rights in general and women's land rights in particular

Review of Data: LARA M&E specialist will review the data collection instruments, processes and will crosscheck the data to ensure data quality and accuracy are totally met. The LARA COP and DCOP will make sure that the information collected, are well captured and meeting the total quality factors

Reporting of Data: Communication Survey Report and LARA Quarterly Reports starting June, 2012

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	N/A	30%	
2012	10% above baseline		Targets are annual and above baseline value
2013	25% above baseline		

THIS SHEET LAST UPDATED ON:21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4Aid Effectiveness Indicator AE 2

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: Number of Afghan Personnel Employed

Is this an F-Indicator? No **THIS IS AN AID EFFECTIVENESS (AFGHAN-INFO) REQUIREMENT**

DESCRIPTION

Precise Definition(s): Number of Afghan Personnel hired to help with project implementation (Program, Security, Administrative staff) during the reporting quarter.

Unit of Measure: # of Afghan personnel

Disaggregated by: gender. Location

Justification & Management Utility: Demonstrates project-specific job creation

PLAN FOR DATA ACQUISITION

Data Collection Method: review LARA HR payroll

Data Source: LARA HR payroll record

Method of Data Acquisition by TT/ARD: review LARA HR payroll

Frequency and Timing of Data Acquisition by TT/ARD: quarterly

Estimated Cost of Data Acquisition: Nominal

Individual Responsible at TT/ARD: DCOP/Ops

Individual Responsible for Providing Data to TT/ARD: DCOP/Ops

Location of Data Storage: Afghan-Info with Hard Copy Back-Up files

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: third quarter 2012

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: the employment data will be calculated and disaggregated by gender and province. LARA M&E specialist on quarterly basis

Presentation of Data: Generation of employment as result of LARA's interventions will be represented through a table and graph that reveals LARA's attribution to the country economic Input into Afghan-Info

Review of Data: the M&E specialist will keep record checks with all supporting documents for employment attributed by LARA. DCOP and COP will make sure that data is well captured and reported M&E Specialist, DCOP, COP

Reporting of Data: quarterly

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	45 M = 35 F = 10	0	
2012	20 M = 15 F = 5		Targets are annual
2013	0		

AO 4Aid Effectiveness Indicator AE 4

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: # of American personnel employed

Is this an F-Indicator? No THIS IS AN AID EFFECTIVENESS (AFGHAN-INFO) REQUIREMENT

DESCRIPTION

Precise Definition(s): Number of American Personnel hired to help with project implementation (Program, Security, Administrative staff) during the reporting quarter.

Unit of Measure: # of American

Disaggregated by: gender, location

Justification & Management Utility: This indicator measures the number of American personnel employed by LARA

PLAN FOR DATA ACQUISITION

Data Collection Method: Review LARA HR payroll

Data Source: LARA HR payroll record

Method of Data Acquisition by TT/ARD: review LARA HR payroll

Frequency and Timing of Data Acquisition by TT/ARD: quarterly

Estimated Cost of Data Acquisition: Nominal

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Accountant

Location of Data Storage: Afghan-Info with Hard Copy Back-Up files

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Third quarter 2012

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: the employment data will be calculated and disaggregated by gender and type LARA M&E specialist on quarterly basis

Presentation of Data: Generation of employment as result of LARA's interventions will be represented through a table and graph that reveals LARA's attribution to the employment generation Input into Afghan-Info

Review of Data: the M&E specialist will keep record checks with all supporting documents for employment attributed by LARA. DCOP and COP will make sure that data is well captured and reported Accountant, DCOP, COP

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES			
Year	Target	Baseline	Notes
2011	6 M = 5 F = 1	0	
2012	0		Targets are annual
2013	0		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4Aid Effectiveness Indicator AE 5

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: Number of Local Firms Under Sub-Contract

Is this an F-Indicator? No **THIS IS AN AID EFFECTIVENESS (AFGHAN-INFO) REQUIREMENT**

DESCRIPTION

Precise Definition(s): Number of Local (Afghan) firms (only Numbers) who have signed contracts for carrying out services or providing goods (Security, Program and Logistics).

Unit of Measure: # of firms

Disaggregated by: n/a

Justification & Management Utility: Demonstrates reach into the private sector and through sub-contracting work improve their capacity to provide services in the future

PLAN FOR DATA ACQUISITION

Data Collection Method: Inquiry into contract files, tallying the number of local subcontractors

Data Source: LARA's contract files

Method of Data Acquisition by TT/ARD: Inquiry into contract files, tallying the number of local subcontractors

Frequency and Timing of Data Acquisition by TT/ARD: quarterly

Estimated Cost of Data Acquisition: Nominal

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Contracts Specialist

Location of Data Storage: Afghan-Info with Hard Copy Back-Up files

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: third quarter 2011

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: calculation of firms granted with fund by LARA. LARA M&E specialist on quarterly basis

Presentation of Data: a table will represent number of firms received fund from LARA Input into Afghan-Info

Review of Data: the M&E specialist will keep records of signed contracts and supporting documents. DCOP and COP will make sure of organized and timely reporting M&E Specialist, DCOP, COP

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	4	0	
2012	15		Targets are annual
2013	25		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4Aid Effectiveness Indicator AE 8

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: # of third country national personnel employed

Is this an F-Indicator? No **THIS IS AN AID EFFECTIVENESS (AFGHAN-INFO) REQUIREMENT**

DESCRIPTION

Precise Definition(s): Number of Third Country Nationals (TCNs) Graduate(s) or Intern(s) (# numbers hired during the reporting quarter on the project to help with project implementation and in return receive compensation (pay/salary). TCNs are staff other than Americans.

Unit of Measure: # of third country nationals

Disaggregated by: gender, location

Justification & Management Utility: This indicator measures the number of TCN personnel employed

PLAN FOR DATA ACQUISITION

Data Collection Method: Review LARA HR payroll

Data Source: LARA HR payroll record

Method of Data Acquisition by TT/ARD: review LARA HR payroll

Frequency and Timing of Data Acquisition by TT/ARD: quarterly

Estimated Cost of Data Acquisition: Nominal

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Accountant

Location of Data Storage: Afghan-Info with Hard Copy Back-Up files

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: third quarter 2011

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: the employment data will be calculated and disaggregated by gender LARA M&E specialist on quarterly basis

Presentation of Data: Generation of employment as result of LARA's interventions will be represented through a table and graph that reveals LARA's attribution to the employment generation Input into Afghan-Info

Review of Data: the M&E specialist will keep record checks with all supporting documents for employment attributed by LARA. DCOP and COP will make sure that data is well captured and reported Accountant, DCOP, COP

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	7 M = 6 F = 1	0	
2012	0		Targets are annual
2013	0		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4Aid Effectiveness Indicator AE 9

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: \$ Value of Local Procurements (subcontracts, goods, services)

Is this an F-Indicator? No **THIS IS AN AID EFFECTIVENESS (AFGHAN-INFO) REQUIREMENT**

DESCRIPTION

Precise Definition(s): Dollar Value of all the Procurements made here in Afghanistan in the form Sub-contracts, goods, services during the reporting quarter. The value of procurements includes (salaries, goods, stationary logistics, sub-contracted values with local firms, etc). This should be an aggregated total of all local procurements that occurred in the reporting quarter.

Unit of Measure: \$ value

Disaggregated by: n/a

Justification & Management Utility: Represents the level of injection of USAID funds into Afghanistan through LARA

PLAN FOR DATA ACQUISITION

Data Collection Method: Review on LARA's accounting files/record

Data Source: LARA accounting files/record

Method of Data Acquisition by TT/ARD: Inquiry into LARA accounting files, tallying the value of local procurement

Frequency and Timing of Data Acquisition by TT/ARD: quarterly

Estimated Cost of Data Acquisition: Nominal

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Accountant

Location of Data Storage: Afghan-Info with Hard Copy Back-Up files

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Third quarter 2011

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: value of local procurement verses non-local procurement

Presentation of Data: The data will be reported in a table and graph to represent local procurement that shows LARA's effectiveness

Review of Data: the M&E specialist will ensure of finance records and supporting documents. The DCOP and COP will make sure of data accuracy and its reporting

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	5,320,000	0	
2012	14,939,407		Targets are annual
2013	11,508,592		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4Aid Effectiveness Indicator AE 10

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: \$ Value of non-Local Procurements (subcontracts, goods, services)

Is this an F-Indicator? No **THIS IS AN AID EFFECTIVENESS (AFGHAN-INFO) REQUIREMENT**

DESCRIPTION

Precise Definition(s): Dollar Value of all the Procurements made outside Afghanistan in the form Sub-contracts, goods, services during the reporting quarter. The value of procurements includes (salaries, goods, stationary logistics, sub-contracted values with non-Afghan firms, etc). This should be an aggregated total of all non-local procurements that occurred in the reporting quarter.

Unit of Measure: \$ value

Disaggregated by: n/a

Justification & Management Utility: This indicator measures the value of non-local procurements

PLAN FOR DATA ACQUISITION

Data Collection Method: review LARA accounting files of Afghanistan Office and HQ

Data Source: LARA accounting files of both Afghanistan Office and HQ

Method of Data Acquisition by TT/ARD: Inquiry into LARA accounting files of both Afghanistan Office and HQ, tallying the value of non-local procurement

Frequency and Timing of Data Acquisition by TT/ARD: quarterly

Estimated Cost of Data Acquisition: Nominal

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Accountant

Location of Data Storage: Afghan-Info with Hard Copy Back-Up files

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Third quarter 2011

Known Data Limitations and Significance (if any): none

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: "Content validity" QA/QC includes routine verification by M&E Manager (DQA including proper archive of original documentation) by M&E Manager, subject to Tetra Tech ARD home office PMP audits

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: value of non-local procurement verses local procurement LARA M&E specialist on quarterly basis

Presentation of Data: the value of non-local procurement will be represented through a table that shows LARA effectiveness Input into Afghan-Info

Review of Data: the M&E specialist will ensure of finance records and supporting documents. The DCOP and COP will make sure of data accuracy and its reporting Accountant, DCOP, COP

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	1,680,000	0	
2012	4,717,708		Targets are annual
2013	3,634,292		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4 Aid Effectiveness Indicator AE 11

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Indicator: \$ Value of Procurements (sub-contracts, goods, services)

Is this an F-Indicator? No **THIS IS AN AID EFFECTIVENESS (AFGHAN-INFO) REQUIREMENT**

DESCRIPTION

Precise Definition(s): Dollar Value of all the Procurements (local and international) in the form of Sub-contracts, goods, services during the reporting quarter. The nature of procurements includes salaries, goods, stationary logistics, sub-contracted and services occurred in each reporting quarter.

Unit of Measure: \$ value

Disaggregated by: N/A

Justification & Management Utility: This indicator informs LARA management and USAID about the value of total procurements (local and international)

PLAN FOR DATA ACQUISITION

Data Collection Method: Financial Reports review

Data Source: LARA accounting files for both Afghanistan Office and HQ

Method of Data Acquisition by TT/ARD: Financial reports submission by both LARA office in Afghanistan and ARD HQ

Frequency and Timing of Data Acquisition by TT/ARD: Quarterly

Estimated Cost of Data Acquisition: Nominal

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: Accountant and LARA Finance Manager

Location of Data Storage: Afghan-Info with Hard Copy Back-Up files

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: Third quarter 2011

Known Data Limitations and Significance (if any): None

Actions Taken or Planned to Address Data Limitations: N/A

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments: Inquiry into LARA accounting files of both Afghanistan Office and HQ, tallying the value of local and non-local procurements

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Simple calculation by the M&E Specialist for both local and international procurements as reported by both the LARA Afghanistan office and ARD HQ

Presentation of Data: The M&E team will present data both in tabular and graphical modes via tables and chart to LARA management each quarter. This data will also be presented via the Afghan Info database.

Review of Data: The M&E Manager will ensure the accuracy of figures and the project financial records and supporting documents. The DCOP and COP also make sure the data is accurate and consistent before reported via Afghan Info database each quarter starting the project.

Reporting of Data: LARA Quarterly Report and Afghan Info Reporting

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES

Year	Target	Baseline	Notes
2011	7,000,000	“zero”	
2012	19,657,115		Targets are annual
2013	15,142,884		

THIS SHEET LAST UPDATED ON: update on 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4Aid Effectiveness Indicator AE 12

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Number of Afghan personnel employed providing security functions

Is this an F-Indicator? No **THIS IS AN AID EFFECTIVENESS (AFGHAN-INFO) REQUIREMENT**

DESCRIPTION

Precise Definition(s): Number of Afghan personnel (# numbers) hired during the reporting quarter on the project to provide security functions and in return receive compensation (pay/salary).

Unit of Measure: number

Disaggregated by: gender, location

Justification & Management Utility: Reports the level of security utilized to implement LARA

PLAN FOR DATA ACQUISITION

Data Collection Method: review LARA HR payroll record

Data Source: LARA HR payroll record

Method of Data Acquisition by TT/ARD: review LARA HR payroll record

Frequency and Timing of Data Acquisition by TT/ARD: quarterly

Estimated Cost of Data Acquisition: nominal

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: DCOP/Ops

Location of Data Storage: Afghan-Info with Hard Copy Back-Up files

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: third quarter 2011

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments:

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: the employment data will be calculated and disaggregated by gender

LARA M&E specialist on quarterly basis

Presentation of Data: Generation of employment as result of LARA's interventions will be represented through a table and graph that reveals LARA's attribution to the employment generation

Input into Afghan-Info

Review of Data: the M&E specialist will keep record checks with all supporting documents for employment attributed by LARA. DCOP and COP will make sure that data is well captured and reported

Security Contractor, DCOP/Ops, COP

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:

PERFORMANCE INDICATOR VALUES			
Year	Target	Baseline	Notes
2011	49 M = 48 F = 1		
2012	0		Targets are annual
2013	0		

THIS SHEET LAST UPDATED ON: 21/2/2012

Performance Indicator Reference Sheet: USAID/Afghanistan/LARA

AO 4Aid Effectiveness Indicator AE 13

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Number of American personnel employed providing security functions

Is this an F-Indicator? No **THIS IS AN AID EFFECTIVENESS (AFGHAN-INFO) REQUIREMENT**

DESCRIPTION

Precise Definition(s): Number of American personnel (# numbers) hired during the reporting quarter on the project to provide security functions and in return receive compensation (pay/salary).

Unit of Measure: number

Disaggregated by: gender, location

Justification & Management Utility: Reports the level of security utilized to implement LARA

PLAN FOR DATA ACQUISITION

Data Collection Method: review LARA HR payroll

Data Source: LARA HR payroll record

Method of Data Acquisition by TT/ARD: review LARA HR payroll

Frequency and Timing of Data Acquisition by TT/ARD: quarterly

Estimated Cost of Data Acquisition: nominal

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: DCOP/Ops

Location of Data Storage: Afghan-Info with Hard Copy Back-Up files

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: third quarter 2011

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments:

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: the employment data will be calculated and disaggregated by gender LARA M&E specialist on quarterly basis

Presentation of Data: Generation of employment as result of LARA's interventions will be represented through a table and graph that reveals LARA's attribution to the employment generation Input into Afghan-Info

Review of Data: the M&E specialist will keep record checks with all supporting documents for employment attributed by LARA. DCOP and COP will make sure that data is well captured and reported
Security Contractor, DCOP/Ops, COP

Reporting of Data: LARA Quarterly Report

OTHER NOTES

Notes on Baselines/Targets:**PERFORMANCE INDICATOR VALUES**

Year	Target	Baseline	Notes
2011	0	0	
2012	0		Targets are annual
2013	0		

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Performance Indicator Reference Sheet: USAID/Afghanistan/LARA**AO 4Aid Effectiveness Indicator AE 14**

Name of Assistance Objective: A developed business climate that enables private investment, job creation, and financial independence.

Name of Intermediate Result: 4.2 – Policy, Legal and regulatory framework for key economic sectors

Name of Sub-Intermediate Result: Sub IR 4.2.3: Foundation for a more efficient Land Market Established

Name of Indicator: Number of Third Country National personnel employed providing security functions

Is this an F-Indicator? No **THIS IS AN AID EFFECTIVENESS (AFGHAN-INFO) REQUIREMENT**

DESCRIPTION

Precise Definition(s): Number of Third Country National personnel (# numbers) hired during the reporting quarter on the project to provide security functions and in return receive compensation (pay/salary).

Unit of Measure: number

Disaggregated by: gender, location

Justification & Management Utility: Reports the level of security utilized to implement LARA

PLAN FOR DATA ACQUISITION

Data Collection Method: review LARA HR payroll record

Data Source: LARA HR payroll record

Method of Data Acquisition by TT/ARD: LARA HR payroll record

Frequency and Timing of Data Acquisition by TT/ARD: quarterly

Estimated Cost of Data Acquisition: nominal

Individual Responsible at TT/ARD: DCOP, COP

Individual Responsible for Providing Data to TT/ARD: DCOP/Ops

Location of Data Storage: Afghan-Info with Hard Copy Back-Up files

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: third quarter 2011

Known Data Limitations and Significance (if any): none to date

Actions Taken or Planned to Address Data Limitations: n/a

Date of Future Data Quality Assessments: last quarters of 2012 and 2013

Procedures for Future Data Quality Assessments:

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LARA M&E specialist on quarterly basis

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