



USAID
FROM THE AMERICAN PEOPLE

KOSOVO

AGRICULTURAL GROWTH AND RURAL OPPORTUNITIES ACTIVITY

PERFORMANCE MANAGEMENT PLAN (PMP)

MAY 2015

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

Prepared for the United States Agency for International Development, USAID Contract Number, AID-167-C-15-00001 Agricultural Growth and Rural Opportunities (AGRO) Activity

Prepared By: Tetra Tech
159 Bank Street, Suite 300
Burlington, VT 05401
Tel: 802-495-0282
Fax: 802-658-4247
Email: International.Development@TetraTech.com

Principal Contacts: Mark Wood, Chief of Party (Mark.Wood@tetrattech.com)
Claudia LaLumia, Program Manager (Claudia.LaLumia@tetrattech.com)
Don Cuizon, Deputy Program Manager (Don.Cuizon@tetrattech.com)

AGRICULTURAL GROWTH AND RURAL OPPORTUNITIES ACTIVITY

PERFORMANCE MANAGEMENT PLAN (PMP)
USAID CONTRACT NUMBER: AID-167-C-15-00001

MAY 2015

DISCLAIMER

The authors' views expressed in this publication do not necessarily reflect the views of the United States Agency for International Development or the United States Government

TABLE OF CONTENTS

_Toc419647533

ACRONYMS AND ABBREVIATIONS	ii
1.0 INTRODUCTION	1
2.0 CAUSAL LINKAGES	2
RESULTS FRAMEWORK.....	2
CRITICAL ASSUMPTIONS RELATED TO THE AGRO ACTIVITY RESULTS FRAMEWORK	4
3.0 M&E APPROACH	5
3.1 DESIGNING THE PMP	5
3.2 ESTABLISHING BASELINES	6
3.3 DATA COLLECTION, DISAGGRAGATION AND ANALYSIS.....	7
3.4 DATA VALIDATION.....	8
3.5 DATA ANALYSIS	8
3.6 REPORTING	9
3.7 DECISION MAKING.....	9
3.8 M&E ROLES AND RESPONSIBILITIES	10
4.0 KEY TERMINOLOGY	11
5.0 SETTING TARGETS FOR DO AND RESULTS INDICATORS	12
ANNEX I. PMP INDICATORS TABLE	14
ANNEX II. PERFORMANCE INDICATOR REFERENCE SHEET (PIRS)	21
ANNEX III. DATA QUALITY ASSESSMENT FORMAT	50

ACRONYMS AND ABBREVIATIONS

AGRO	Agricultural Growth and Rural Opportunities Activity
B2B	Business to Business
CDCS	Country Development Cooperation Strategy
CLA	Collaborating Learning and Adopting
COP	Chief of Party
COR	Contracting Officer's Representative
DO	Development Objective
DQA	Data Quality Assessment
ePORT	Electronic Program Observation, Reporting, and Tracking
EU	European Union
FACTS	Foreign Assistance Coordinating and Tracking System
FTF	Feed the Future
GEM	Gender Empowerment Measure
GOK	Government of Kosovo
IR	Intermediate Result
KSA	Knowledge, Skills, Abilities
LOP	Life of Program
MAFRD	Ministry of Agriculture, Forestry and Rural Development
M&E	Monitoring and Evaluation
MIS	Management Information System
NOA	New Opportunities for Agriculture
PIRS	Performance Indicator Reference Sheet
PMP	Performance Management Plan
RF	Results Framework
SP	Strategic Partner
SPSS	Statistical Package for the Social Sciences
USAID	United States Agency for International Development
USG	United States Government
WAEI	Women's Agricultural Empowerment Index

1.0 INTRODUCTION

Tetra Tech was awarded the five year, Agricultural Growth and Rural Opportunities (AGRO) activity contract number AID-167-C-15-00001 on March 13th, 2015. The purpose of AGRO is to develop a more competitive agricultural sector in Kosovo through technical assistance and grants to strategic partners, farmers, agribusinesses, and other actors working throughout and in support of targeted value chains. This will be achieved by building capacity and creating more effective, efficient and sustainable linkages between strategic partners and other value chain actors.

Throughout the Life of the Activity, AGRO will work towards achieving the following three results:

- **Result 1** – Improved farm production and food processing
- **Result 2** – Increased linkages to domestic, regional and international markets
- **Result 3** – Strengthened strategic partners

The cumulative achievement of AGRO’s three results will contribute to a more competitive agricultural sector in Kosovo. AGRO’s Performance Management Plan (PMP) will guide the measurement and assess the achievement of each result as well as of the Activity’s overall purpose. The PMP ensures a common understanding among AGRO staff, beneficiaries and USAID regarding Activity indicators, targets (expected results), monitoring and evaluation processes, procedures and tools that will be used throughout the life of the Activity. A fully implemented PMP ensures accountability for results and informs both USAID and AGROs staff as to what, where, why, when, and how AGRO will measure, audit, evaluate, report on and learn from our achievements (or lack thereof). Developed through a participatory process and in tandem with work planning, AGRO’s PMP is a living document which may be updated at appropriate junctures during the Activity life-cycle to ensure it reflects lessons learned, is responsive to evolving key issues and constraints, and seizes opportunities to enhance overall success.

AGRO STRATEGIC PARTNERS

“Strategic Partners” are public and private sector actors that have the critical mass, technical knowledge and productive capacity to catalyze market-led agricultural growth. They include large-scale aggregators (collection centers, pack houses and processors), commercial farmers, producer and processor organizations, and public sector institutions that provide support services. Effective linkages between these strategic partners form the nucleus that provides the basis for broader value chain activity and growth.

Tetra Tech’s performance measurement philosophy is grounded in practical and adaptive management, where decision making and problem-solving are based on sound and reliable data analyzed in a timely fashion and where outputs contribute to outcomes that are logically linked to the Development Objective, Intermediate Results, and Results of the project (see Figure 1). AGRO’s Results Framework outlines the causal and logical linkages that form the foundation of our project. During Annual Strategic Reviews and Work Planning Sessions, AGRO staff will review the Results Framework (RF) to ensure that causal linkages are still valid, and if not, discuss with USAID how this framework can be modified to better reflect the causality of our work under the AGRO Activity.

2.0 CAUSAL LINKAGES

RESULTS FRAMEWORK

AGRO’s Results Framework (Figure 1 below) depicts the logical and causal linkages that form the development hypothesis of our project.

AGRO Hypothesis

Increased agricultural productivity and marketability will result in increased responsiveness to markets that will in turn enhance the sustainability and competitiveness of targeted Kosovar agribusinesses in domestic and export markets. This will attract increased investment, create private sector employment, and increase sales and rural incomes, benefitting all segments of Kosovo’s diverse society.

Our Results Framework depicts how AGRO’s Components and activities relate to the Development Objectives, Intermediate Results (IRs) and Sub-Intermediate Results (SIRs) defined within USAID/Kosovo’s Country Development Cooperation Strategy (CDCS).

AGRO’s RF can also be described as a series of “if”, “then” statements. For example:

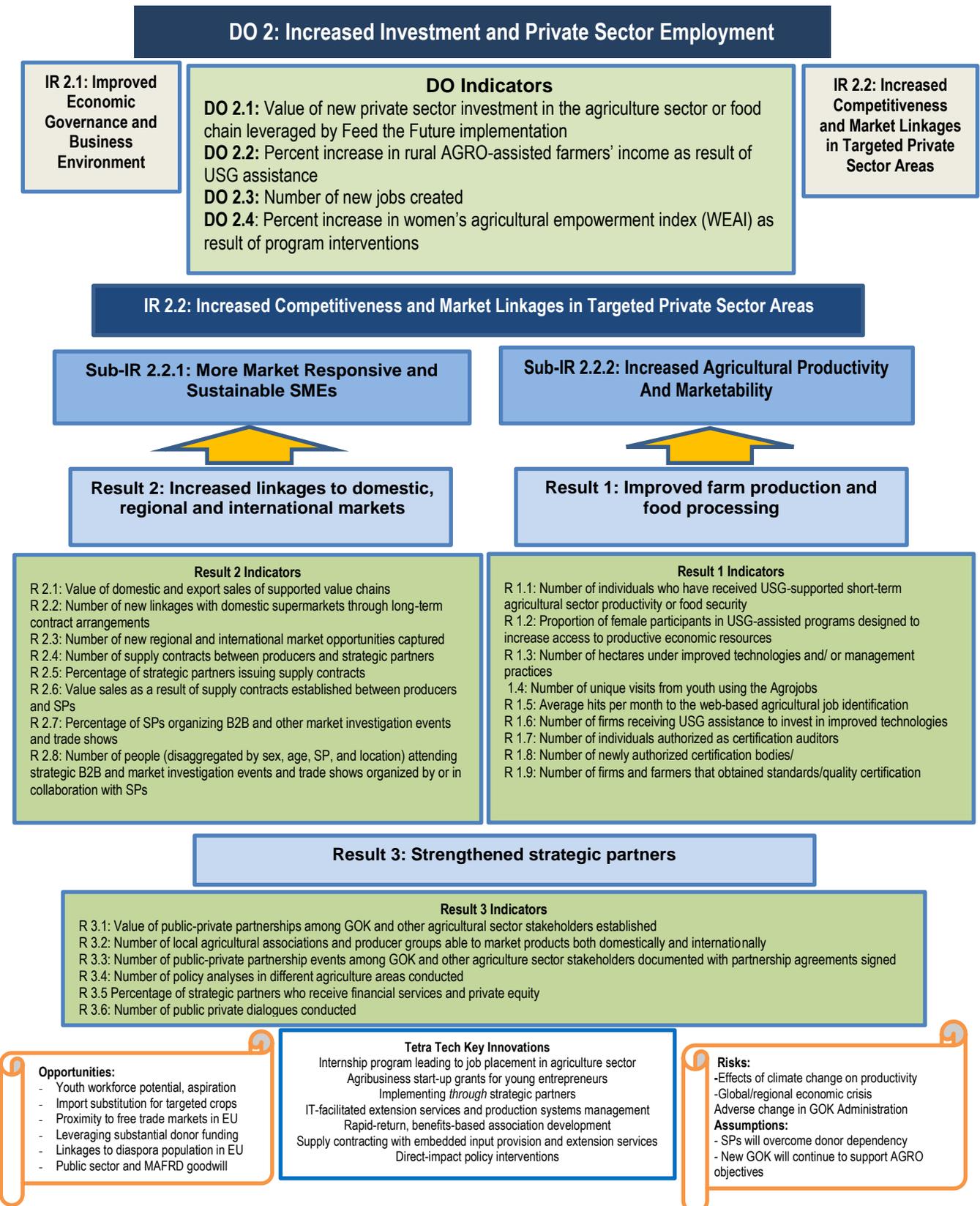
If the Activity is able to improve farm production and food processing (R1) and increase linkages to domestic, regional and international markets (R2), then this will lead to increased agricultural productivity and marketability (Sub-IR 2.2.2) of agricultural products grown or made in Kosovo and more market responsive and sustainable SMEs (Sub-IR 2.2.1).

If strategic partners are strengthened (R3), then they will be able to increase agricultural productivity and marketability (Sub-IR 2.2.2) and they will become more responsive to markets and more sustainable (Sub-IR 2.2.1).

If there is increased agricultural productivity and marketability (Sub-IR 2.2.2) and more sustainable and market responsive SMEs (Sub-IR 2.2.1), this will result in increased competitiveness and market linkages within the agricultural sector (IR 2.2).

Finally, improved overall performance within the agriculture sector in Kosovo leading to increased competitiveness in domestic, regional and international markets will attract investment and generate increased private sector employment (DO2).

FIGURE 1. AGRO Results Framework



CRITICAL ASSUMPTIONS RELATED TO THE AGRO ACTIVITY RESULTS FRAMEWORK

It is important to mention any critical assumptions, and cite factors that might affect the achievement of intended Activity results at all levels. These assumptions are as follow:

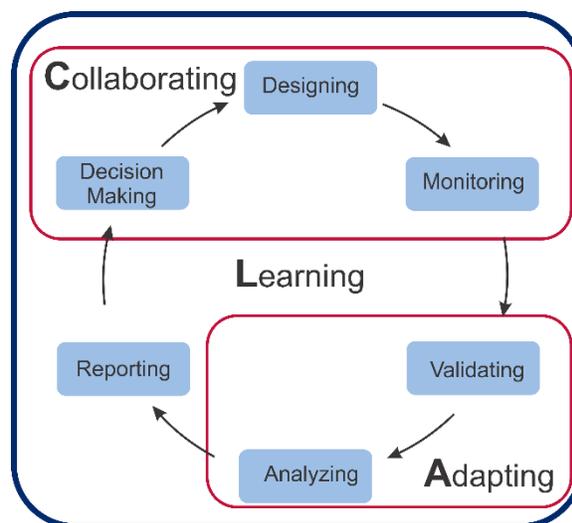
- A critical mass of Strategic Partners will be willing to engage with AGRO and significantly invest in their own development.
- Demand for supported products in foreign markets will not be adversely affected by global economic crisis (i.e., the price of oil, transportation costs, etc.).
- Domestic markets for AGRO-targeted products will not be flooded by cheap imports (for example milk dumping), thereby adversely affecting the price of locally produced products or impeding a minimum return on investment needed to inspire expanded production and further investment in the sub-sector.
- The Government of Kosovo (GOK) will make progress toward the development and implementation of policies that facilitate increased productivity and access to markets, attract increased private sector investment and encourage the adoption of new technologies.
- Improvements in production techniques and productivity enhancements will result in additional, rather than fewer, employment opportunities.
- Climatic conditions will be favorable to agricultural production in all five years of the AGRO Activity.
- Kosovo will remain politically and economically stable throughout the life of the AGRO Activity.

3.0 M&E APPROACH

Learning and accountability are the pillars of AGRO’s monitoring and evaluation (M&E) system and constitute critical components of each stage of our Collaborating, Learning, and Adapting (CLA) (figure 2). CLA ensures a systematic and iterative approach to planning and decision-making based on sound, reliable, accurate, and timely data. Led by M&E Specialist Mr. Artan Zhushi in close partnership with the AGRO Chief of Party (COP) Mark Wood, CLA will foster both learning and accountability. AGRO will use CLA to assess:

1. Achievements made toward annual targets;
2. Data collection strengths, constraints and weaknesses;
3. How results are impacting women, youth and minorities;
4. Validity of our causal logic; and
5. Which activities are successful and which activities are producing less-than-anticipated results.

Figure 2. Collaborating, Learning and Adapting



3.1 DESIGNING THE PMP

This PMP was first conceptualized during the Request for Proposal phase of the AGRO Activity and was further nuanced in April and May 2015 in close collaboration with AGRO staff, project partners, USAID, and GOK stakeholders. During these participatory meetings, a finalized set of performance indicators (Annex I) were developed and annual targets for each of them were finalized. A full description of each indicator can be found in individual Performance Indicator Reference Sheets (PIRS) provided in Annex II. PIRs detail what we will do (outputs), what we will achieve (outcomes), and to what USAID DO, IR and Sub-IRs we will contribute (impacts).

The following key attributes of our indicators demonstrate our adherence to best practices in performance monitoring:

- For each performance indicator where the metric is at the “individual” level, AGRO will collect and disaggregate data based on sex, age (with a cohort to identify youth) and ethnicity.
- AGRO will not use any multipliers to determine the indirect effect of Activity actions on beneficiaries.
- AGRO will measure two gender-specific indicators:
 - The Women’s Agricultural Empowerment Index (WAEI) modeled after the Gender Empowerment Measure (GEM) introduced as part of the New Opportunities for Agriculture (NOA) PMP to measure change in gender empowerment within the agriculture sector over time. The AGRO WAEI is based on the 5 pillars of the gender empowerment matrix developed for Feed the Future (FTF) Investments. These include measures of women’s influence on or access to **P**roduction, **R**esources and **I**ncome as well as opportunities to increase their **L**eadership roles and value their opinion regarding their use of **T**ime (PRILT). The AGRO

CLA cycle will facilitate the integration of gender-related data and related learning into program design and redesign to promote gender equality.

- Indicator R 1.2: *Proportion of female participants in USG-assisted programs designed to increase access to productive economic resources*, will measure the percentage of women receiving AGRO assistance /services to improve their economic situation compared the total number (men and women) who receive the same services.

The AGRO Results Framework has been designed to reflect and directly contribute to USAID’s existing key indicators. AGRO has identified performance indicators which contribute to USAID/Kosovo’s CDCS, USG’s Foreign Assistance Coordination and Tracking System (FACTS) and “F” indicators, as well as Feed the Future (FTF) indicators. These are summarized in Table 1 below.

Table 1. AGRO indicators in comparison with common USAID Framework Indicators

	F Indicators	Feed the Future	USAID/Kosovo CDCS
AGRO Indicator	Value of new private sector investment in the agriculture sector or food chain	Value of new private sector investment in the agriculture sector or food chain	Increase in private sector investment in targeted sectors ¹
	Number of individuals who have received USG-supported short-term agricultural sector productivity or food security training	Number of individuals who have received USG-supported short-term agricultural sector productivity or food security training	Increased sales in targeted sectors ²
	Proportion of female participants in USG-assisted programs designed to increase access to productive economic resources (assets, credit, income, or employment)		Number of new markets entered for target value chain products. ³
	Number of hectares under improved technologies and/ or management practices	Number of hectares under improved technologies and/ or management practices	
	Number of firms receiving USG assistance to invest in improved technologies		
	Total value of sales in the agricultural sector as a result of USG assistance,	Value of exports of targeted agricultural commodities as a result of USG assistance	
	Percent increase in women’s agricultural empowerment index (WEAI) as result of program interventions	Percent increase in women’s agricultural empowerment index (WEAI) as result of program interventions	

3.2 ESTABLISHING BASELINES

For all but two indicators (DO 2.2: Percent increase in rural AGRO-assisted farmers’ income and DO 2.4: Percent increase in women’s agricultural empowerment index (WEAI) as result of program interventions) the baseline will be zero due to the fact that they are designed to measure the effects, measured in numeric or monetary terms, of Activity interventions (as a result of USAID support). Baseline figures for indicator DO 2.2 will be gathered during a baseline survey conducted within the first several

¹ Measured by AGRO indicator “Value of new private sector investment in the agriculture sector or food chain leveraged by Feed the Future implementation”

² Measured by AGRO indicator “Value of domestic and export sales of supported value chains”

³ Measured by AGRO indicator “Number of new linkages with domestic supermarkets through long-term contract arrangements (disaggregated by supermarkets and product)”

months of the Activity. Going forward, surveys will be conducted annually in January to ensure full capture of the previous season's income, using the rural income survey. . The baseline for indicator DO 2.4 will be collected by conducting the Women's Agricultural Empowerment Index (WAEI) survey within the first six months of Activity implementation (by end September 2015).

3.3 DATA COLLECTION, DISAGGRAGATION AND ANALYSIS

AGRO's M&E Specialist will design, test, and implement a data collection system to ensure accurate, timely and reliable data. Fully detailed PIRS are included in Annex II. With input from the AGRO M&E Specialist, Mr. Artan Zhushi, Tetra Tech's home office-based M&E Director, will tailor Tetra Tech's signature **Electronic Program Observation, Reporting, and Tracking (ePORT)** system to collect, analyze, and visualize activity and performance data in real time. ePORT will enable Activity staff to meet the test of directness and attribution, adequacy and timeliness as they implement its robust data collection and analysis system. It will enable Activity staff to record sales, jobs and all other indicator-specific data directly into the system along with documentation required in order to validate the information uploaded. ePORT allows on-the-ground data collectors to capture geo-referenced observations (e.g., pictures), accompanied with activity and performance data (e.g., number, sex, age, ethnicity, and affiliation of training participants), that can safely and quickly be uploaded to a secure database. AGRO's cloud-based data storage system will employ either cell phone networks or Wi-Fi; when Wi-Fi and phone coverage are weak or non-existent, data collectors will be able to save data to their mobile devices to upload when coverage is available. Data quality and accountability are strengthened with ePORT's electronic forms, which incorporate required and "open" fields that allow data collectors to provide both qualitative and quantitative data. ePORT will allow Mr. Zhushi to email surveys and questionnaires to strategic partners (SPs) to collect financial and jobs data that can be triangulated and supported with valid supporting documentation.

AGRO will build incentives into our data collection systems to motivate SPs to provide sound and timely data in the areas of jobs, sales (both export and domestic), and productivity. These incentives could include (but are not limited to):

- Continued support to strategic partners who provide data timely data;
- Recognition of those SPs who generate sound, reliable, and accurate data, reported to USAID on a quarterly basis; and
- AGRO-assisted "Spotlights" at stakeholder roundtable discussions with potential investors and buyers.

Each time a new data point is added to the ePORT system and database, AGRO's M&E Specialist will receive a notification. He will be able to review the quality of information and engage with the data collector immediately via Skype and/or email if corrections need to be made from the field. ePORT allows for a centralized and systematic review of data points to more accurately and easily audit data. Once synchronized and audited by Mr. Zhushi, data can be viewed in real time via the Internet and exported into a range of data formats (e.g., Excel and SPSS).

Wherever possible, AGRO will avoid relying on sampling to project results or to apply multipliers which veer towards the abstract. While data for each indicator will be available via access to ePORT on an ongoing basis, we will report on progress for each indicator either quarterly or annually, as detailed in the individual PIRS for each indicator. ePORT will also include details on results obtained through the implementation of activities detailed in Annual Work Plans, listings and profiles of all AGRO Strategic Partners and Grantees and their expected and actual results vis-a-vis the Activity PMP Indicators. ePORT will be updated regularly as data is collected and directly uploaded into the system, depending on the periodicity of tool application and reporting (to USAID) on each indicator.

All AGRO staff will be trained and will continue to receive ongoing training in M&E systems, ePORT and data entry to ensure a high level of data quality and integrity. The M&E system described in this PMP will be modified as necessary based on experiences gained during the life of project and lessons learned. The

PMP is thus, a living document that will evolve over time. Activity staff will collect and input information into ePORT which will be made accessible to the M&E Specialist who will be responsible for validating and analyzing results in close collaboration with the senior Activity staff such as the Chief of Party, the Chief Technical Officer, and the DCOP. Using our CLA process, analyzed data will be used to identify shortcomings of the Activity and conceptualize solutions to them.

The M&E Specialist will disaggregate information on each indicator as specified in the PIRS. Since the Activity is organized around value chains and specific products, and focuses intently on working through various types of Strategic Partners, many indicators will be disaggregated by VC/crop and/or by type of SP. This will enable us to track which value chains, crops and which type of SPs have the greatest actual and potential impact on high level indicators such as sales, jobs and investment into the agriculture sector. All person-based indicators will be disaggregated by sex, ethnic group and, where possible age (to decipher youth, defined as anyone less than 30 years of age).

The comprehensive M&E system and accompanying data collection tools will allow us to track progress, assess overall success of the Activity and compare and contrast results across targeted value chains, crops, and Strategic Partners, indicating where future public and private sector investments will elicit maximum results to support Kosovo's economic growth.

3.4 DATA VALIDATION

AGRO's M&E Specialist will implement a systematic data verification process to identify data quality constraints. Aided by Annual Strategic Reviews and Performance Summits, AGRO's M&E Specialist will check data transcription errors (e.g., number of participants) against original hard copy instrumentation, all of which will be archived for data quality assurance purposes. If a data validity/quality problem is identified the M&E Specialist will reconcile the discrepancy. This ongoing data quality assessment process is also complimented by an internal Data Quality Assessment (DQA) that will be conducted for each performance indicator at an interval specified in each Performance Indicator Reference Sheet (PIRS). The internal DQA will follow the format outlined in Annex III "Data Quality Assessment Format." Within a month of the completion of the internal DQA, the project will issue a report to USAID and project staff, detailing findings of the internal DQA. Based on the report findings, the PMP may be modified to strengthen data quality. The internal DQA described here is an internal quality control mechanism and does not substitute for any formalized, USAID-initiated DQA of project data.

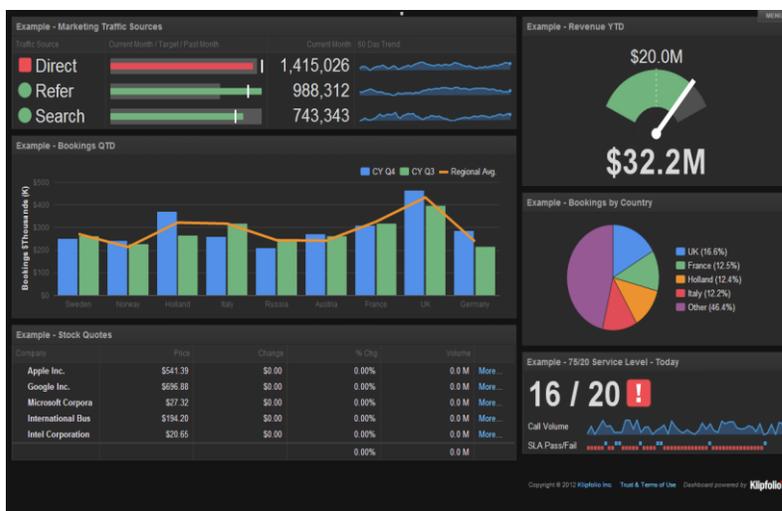
3.5 DATA ANALYSIS

AGRO's M&E systems and processes will ensure high quality Activity data. The primary data collectors of AGRO are the technical staff, those most closely linked to SPs and customers, GoK partner agencies, and activities. AGRO's M&E Specialist will sporadically attend activities where he will conduct interviews, consult with project partners and beneficiaries, and inspect records to triangulate results.

To facilitate real-time monitoring of results, AGRO will use ePORT tool to allow AGRO data to automatically feed from our cloud-based data management system to an AGRO Performance Monitoring Dashboard on the project Microsoft SharePoint site, accessible to USAID and project stakeholders through secure usernames and passwords. The dashboard (example in Figure 3) will include an Indicator Performance Monitoring Table, programmed to change colors if the target is met (green), unmet (red), or exceeded (blue) to facilitate monitoring of progress toward AGRO results. In addition, the dashboard will include graphs and charts of AGRO indicator disaggregates (such as agencies trained and sex of participants who participated in capacity building events), and web maps of AGRO activities and results.

Assisted by Tetra Tech’s Home Office M&E Director, the AGRO M&E Specialist will develop an effective, adaptable, and user-friendly Management Information System (MIS). The MIS will have three primary functions: 1) provide data storage of qualitative and quantitative data, 2) facilitate reporting/information formats, and 3) conduct analysis of data (specifically data disaggregated by sex, age, ethnicity, employment of government agency where appropriate, and location). Our MIS will be developed as part of our ePORT and central database system, using Google Drive, where our data can be easily shared with USAID and exported to USAID systems and other databases as directed by the Mission (i.e., AID Tracker +). All data that is required by USAID as part of ADS 302.3.5.22 Submission of datasets to the Development Data Library (DDL).

Figure 3. Example Dashboard Figure



3.6 REPORTING

Contractually, updates and performance reports must be submitted to USAID weekly, quarterly and annually. A list of the contractual reports is presented below:

Report	Information pertaining to	Submitted to	Submitted by (prepared by)	Periodicity
Weekly Performance Report (update)	Activities accomplished in the week and plan for the following week	USAID COR	Tetra Tech ARD (COP or DCOP)	Weekly
Quarterly Program Report	Progress on all indicators relative to program	USAID COR	Tetra Tech ARD (COP)	Quarterly
Annual Report	Progress on all indicators relative to program	USAID COR & CO	Tetra Tech ARD (COP)	Annually

3.7 DECISION MAKING

Internally AGRO will conduct annual Strategic Reviews that bring AGRO, stakeholders and USAID together to systematically discuss what was successful, what was not, and how we may re-design activities to better maximize results. This participatory process allows stakeholders to gather in one space to discuss both qualitative and quantitative results of the AGRO Activity and to collect overall perceptions regarding AGRO success. During this rich discussion, AGRO’s COP and M&E Specialist will record the group’s responses, action items, and how these will be address/resolved going forward (example Table 2). This exercise is not only participatory, but also action orientated and meant to address issues and create solutions to maximize success.

Table 2. Illustrative Process for Semi Annual Strategic Reviews

Question	Response	Decisions Made/ Actions Required	Items Not Resolved from previous period- why?
Which activities during previous period were successful, and why?			
What activities were planned but didn't occur?			
If they did not occur, why?			
For activities planned but did not occur, when will they be re-programmed?			
Are we achieving our performance indicators targets for key performance indicators?			
If we are not, why?			
What activities can be planned for the following year to meet our performance indicator targets?			
Are our target assumptions still valid? If not, why?			
Which activities are falling short of their anticipated results and why?			
Are the causal and logical linages of our Results Framework still valid? If not, why?			
Are our assumptions to implementing activities and meeting our performance indicators targets still valid?			
If not, what has changed?			
What effect do these changed assumption(s) have on the program?			
What is our strategy to address any changed assumption(s)?			
Are there any "red-flags"? If so, are there any corrective actions that need to be taken?			

3.8 M&E ROLES AND RESPONSIBILITIES

The monitoring of AGRO activities and interventions is the role and responsibility of all AGRO technical staff, grantees and partners. Although the entire technical Team is involved in the development and implementation of the PMP, Tetra Tech, represented by the COP is ultimately responsible for ensuring that all indicators are measured, analyzed and discussed in terms of their capacity to measure the program's desired impact. The Activity M&E Specialist will be responsible for ensuring data is uploaded into ePORT and the central database, managing ePORT to ensure proper data analysis is conducted and providing summarized information for inclusion in Quarterly and Annual Activity Reports.

The Tetra Tech Home Office Deputy Project Manager will formally send electronic copies of the reports to USAID. The COP will provide USAID with hard copies of the reports and will regularly communicate Activity results to them as well as to other development partners working in the sector to encourage the development of synergy among various donors and funded initiatives.

The entire team of Technical staff will be directly involved in the collection and uploading of data into ePORT and the central database. The AGRO M&E Specialist will oversee all data entry to ensure that is accurate, reliable and includes necessary supporting documentation.

The Innovation and Incentive Funds (IIF) Manager will ensure that necessary data is collected from grantees and subcontractors benefitting from the IIF. Special data collection materials and forms have been developed and made conditional to receiving ongoing assistance to ensure that IIF recipients provide necessary data and information throughout the duration of their IIF activity.

4.0 KEY TERMINOLOGY

In order to have better understanding of terminology used throughout implementation of the Activity, it is important to define several key terms used in the PMP. These key terminologies are provided below: The following, general terms used throughout the PMP, should be commonly understood as defined below:

Strategic Partner: Strategic Partners are public and private sector actors that have the critical mass, technical knowledge and productive capacity to catalyze market-led agricultural growth on Kosovo. They consist of a broad range of actors that are directly involved in or support targeted agricultural value chains including large-scale aggregators (collection centers, pack houses and processors), commercial farmers, producer and processor organizations, input dealers and nurseries, business development and financial service providers, and public sector institutions that support agricultural development. Effective linkages between these strategic partners form the nucleus that provides the basis for broader value chain activity and growth. SPs will be identified throughout the life of the program through the issuance of Annual Program Statements (APSs) issued in years 1 and 2 of the Activity as well as by AGRO staff as partners emerge as pivotal actors in the value chain.

Customer: an entity (individual, association, agribusiness, etc.) to which/whom AGRO is providing technical and/or financial support (the later under some type of formal agreement, e.g., a grant or subcontract). A “customer” may be *but is not necessarily* a strategic partner.

Sector: a general area of activity that contributes to a country’s overall development. While in AGRO’s case, Agriculture is the primary sector targeted, the Activity may also support or have an impact on other sectors such as the Information, Communication and Technology (ICT) sector, the Education sector, the financial sector and potentially others.

Sub-Sector: specific subset of a *sector* based on the type of product produced. To date, AGRO-targeted subsectors within the Agriculture sector include Vegetables, Top Fruits, Soft Fruits, Medicinal and Aromatic Products (MAP) and Dairy.

Value Chain: refers to the full range of activities that are required to bring a specific product (or a service) from production/service to final consumers. When speaking of agricultural products, this refers to all activities involved from “farm to fork”, specific to a particular product within a specific sub-sector.

Supply Contracts: a written agreement between two parties to provide goods and/or services, under agreed terms and conditions.

New or Improved Technologies and Management Practices: refers to new or improved inputs, methods, processes, procedures, practices, equipment and other innovations designed to increase or improve production and/or productivity, improve storage, processing, packing and other agricultural value chain activities.

New Regional and International Market Opportunity: a newly identified demand trend or potential buyer in a foreign country, for an AGRO-supported product.

Financial Services: includes commercial loans, micro-finance, agricultural insurance, factoring services, private equity and other such services permitting access to finance or capital.

5.0 SETTING TARGETS FOR DO AND RESULTS INDICATORS

Targets for the following development objective (DO) and results (R) indicators were established using the Development Investment Analysis (DIA) provided by USAID. This tool predicts outcomes (results) per Activity-targeted crop then totals them to obtain annual and LOP targets that take into account all targeted value chains/crops:

DO 2.1	Value of private sector investment (required per unit of expansion)
DO 2.3	Number of new jobs created
R 1.3	Number of hectares under new technologies (required to general projected jobs and sales)
R 2.1	Value of domestic and export sales within targeted value chains

Given AGRO's enhanced focus on strategic partners, we will not use any multipliers to estimate the Activity's effect on indirect beneficiaries. Rather all jobs and sales reported will be as a result of support provided by the Activity to strategic partners and other direct beneficiaries/customers.

Targets for several other DO and Results Indictors similar to those used on the NOA program were set based on the following:

- Tetra Tech's overall experience with the prior New Opportunities for Agriculture Program which tracked and reported progress on a similar set of indicators. The baselines for some AGRO indicators have been established according to NOA end-of-project measurements.
- Annual Rural Income Surveys conducted by the NOA Program which determined the value of gross sales from Program-targeted value chains and calculated year over year change in rural income as a result of Program activities (for indicator **DO 2.2**: Percent increase in rural AGRO-assisted farmers' income)
- Tetra Tech's experience tracking (via an annual survey of farming families involved in the Program) the Gender Empowerment Measure (GEM) introduced as part of the NOA PMP to measure change in gender empowerment within the agriculture sector over time (for indicator **DO 2.4**: Percent increase in women's agricultural empowerment index (WEAI) as result of program interventions).
- Market research conducted during the NOA Program which provided information regarding potential new export markets for Activity-targeted crops (for indicator **R 2.3**: Number of new regional and international market opportunities captured)

Targets for indicators not included in the NOA PMP were set based on internal discussions with potential beneficiaries, GoK representatives and former NOA staff, and NOA's experience in these areas. These include, among others, indicators that refer to the number of linkages made with domestic supermarkets, the number and value of supply contracts entered into, the number of policy analyses conducted, the number of public-private dialogues conducted, and the number and value of public private partnerships entered into.

ANNEX I. PMP INDICATORS TABLE

Performance Indicator	Unit	Baseline	Targets= T						Actuals = A						
			FY15 (6mos)	A FY15 (6mos)	FY16	A FY16	FY17	A FY17	FY18	A FY18	FY19	A FY19	FY20 (6mos)	A FY20 (6mos)	LOP
DO 2: Increased Investment and Private Sector Employment															
DO 2.1: Value of new private sector investment in the agriculture sector or food chain. (Standard, Outcome) (disaggregated by VC, and type of SP)	US Dollar	0	0		\$1.5M		\$2M		\$3M		\$3M		\$500K		\$10M
DO 2.2: Percent increase in rural AGRO-assisted farmers' income (disaggregated by head of household gender, ethnicity and municipality) as result of USG assistance (Custom, Impact)	US Dollar	TBD	N/A		15%		18%		21%		23%		N/A		25%
DO 2.3: Number of new jobs created (disaggregated by type of SP, production and post-production jobs, and by sex, age, ethnicity of employed) – (Standard, Outcome)	Jobs	0	400		1000		1000		800		800		N/A		3,800
DO 2.4: Percent increase in women's agricultural empowerment index (WEAI) as result of program interventions (disaggregated by age, location and ethnicity) – (Standard, Impact)	Composite	045 (index score)	N/A		2% Above baseline		4% Above baseline		6% Above baseline		8% Above baseline		N/A		10% Above baseline
Result 1 - Improved farm production and food processing															
R 1.1: Number of individuals (disaggregated by sex, ethnicity, type of training and value chain, ethnicity) who have received USG-supported short-term agricultural sector productivity or food security training (Standard/ Output)	Individual	0	600		1000		1000		800		800		800		5,000

Performance Indicator	Unit	Baseline	Targets= T				Actuals = A				FY20 (6mos)	A FY20 (6mos)	LOP	A LOP		
			FY15 (6mos)	A FY15 (6mos)	FY16	A FY16	FY17	A FY17	FY18	A FY18						
R 1.2: Proportion of female participants in USG-assisted programs designed to increase access to productive economic resources (assets, credit, income, or employment) – (Standard, Outcome)	Individual Women	0	20%		22%		24%		26%		28%		30%		30%	
R 1.3: Number of hectares (disaggregated by VC and improved technology or management practice) under improved technologies and/or management practices – (Standard, Outcome)	Hectare	0	100		150		150		50		50		0		500	
R 1.4: Number of <u>unique</u> visits from youth using the Agrojobs Center (disaggregated by sex, ethnic group) – (Custom, Outcome)	Individual Youth	0	0		100		200		300		400		500		1,500	
R 1.5: Average hits per month to the web-based agricultural job identification services (Custom, Outcome)	Individual Youth	0	0		500		1500		2000		2500		3000		3,000	
R 1.6: Number of firms receiving USG assistance to invest in improved technologies –(disaggregated by VC type of firm and type of technology) (Standard, Output)	Firms	0	20		40		30		10		0		0		100	
R 1.7: Number of individuals authorized as certification auditors (disaggregated by sex, ethnicity and type of certification) – (Custom, Outcome)	Strategic Partners	0	0		3		3		3		0		0		9	
R 1.8: Number of newly authorized certification	Individual	0	0		0		1		0		1		0		2	

Performance Indicator	Unit	Baseline	Targets= T Actuals = A													
			FY15 (6mos)	A FY15 (6mos)	FY16	A FY16	FY17	A FY17	FY18	A FY18	FY19	A FY19	FY20 (6mos)	A FY20 (6mos)	LOP	A LOP
bodies/representatives – (Custom, Outcome)																
R 1.9: Number of firms and farmers that obtained standards/quality certification (<i>HAACP, ISO, Global Gap, Organic, and Others</i>) – (disaggregated by type of certification) (Custom, Outcome)	Firms	0	0		5		5		5		5		0		20	
Result 2: Increased linkages to domestic, regional and international markets																
R 2.1: Value of domestic and export sales of supported value chains (<i>disaggregated VC, type of market</i>) – (Custom, Outcome)	Total US Dollar	0	\$3.8M		\$11M		\$16M		\$14M		\$15M		\$5.2M		\$65M	
	US Domestic	0	\$3M		\$8.6M		\$12.2M		\$10.5M		\$10.8		\$4.2M		\$49.5M	
	US Export	0	\$800K		\$2.4M		\$3.8M		\$3.5M		\$4.2		\$1M		\$15.7M	
R 2.2: Number of new linkages with domestic supermarkets through long-term contract arrangements (disaggregated by supermarkets and VC) – (Custom, Outcome)	Contract (LT)	0	2		10		10		3		0		0		25	
R 2.3: Number of new regional and international market opportunities captured (<i>disaggregated by VC and destination country</i>) – (Custom, Outcome)	Agreement	0	2		10		10		3		2				27	
R 2.4: Number of supply contracts between producers and strategic partners (<i>disaggregated type of market and VC</i>) – (Custom, Outcome)	Contract	0	200		400		600		600		600		0		2,400	
R 2.5: Number of strategic partners issuing supply contracts (<i>disaggregated by</i>	Contract	0	10		20		30		40		50		0		50	

Performance Indicator	Unit	Baseline	Targets= T						Actuals = A							
			FY15 (6mos)	A FY15 (6mos)	FY16	A FY16	FY17	A FY17	FY18	A FY18	FY19	A FY19	FY20 (6mos)	A FY20 (6mos)	LOP	A LOP
<i>type SP and VC</i> – (Custom, Output)																
R 2.6: Value sales as a result of supply contracts established between producers and SPs (<i>disaggregated by VC and type of SP</i>) – (Custom, Output)	US Dollar	0	\$900K		\$2.2M		\$4.8M		\$5.25M		\$6M		0		\$19.15M	
R 2.7: Number of SPs organizing B2B and other market investigation events and trade shows (<i>disaggregated by type SP</i>) – (Custom, Output)	Strategic Partner	0	5		15		20		25		35		0		35	
R 2.8: Number of people (<i>disaggregated by sex, ethnicity, and type of event</i>) attending strategic B2B and market investigation events and trade shows organized by or in collaboration with SPs – (Custom, Output)	Individual	0	200		560		720		880		1,200		200		3,760	
Result 3: Strengthened strategic partners																
R 3.1: Value of public-private partnerships among GOK and other agricultural sector stakeholders established (<i>disaggregated by VC</i>) – (Custom, Impact)	US Dollar	0	0		\$500K		1M		1.5M		2M		2.5		\$7.5 M	
R 3.2: Number of local agricultural associations and producer groups able to market products both domestically and internationally –(<i>disaggregated by VC , type of association and destination market</i>)(Custom, Outcome)	Groups Association	0	0		2		2		2		2		2		10	

Performance Indicator	Unit	Baseline	Targets= T				Actuals = A				FY20 (6mos)	A FY20 (6mos)	LOP	A LOP		
			FY15 (6mos)	A FY15 (6mos)	FY16	A FY16	FY17	A FY17	FY18	A FY18						
R 3.3: Number of public-private partnership agreements signed between GOK and other agriculture sector stakeholders – (Custom, Output)	Events	0	0		2		2		3		3		0		10	
R 3.4: Number of policy analyses in different agriculture areas conducted – (Custom, Output)	Analysis Document	0	1		3		3		1		0		0		8	
R 3.5 Number of strategic partners receiving enhanced financial services and private equity (disaggregated by type of service type of SP, and for individuals by age sex and ethnicity) – (Custom, Output)	Strategic Partners	0	5		10		15		20		25		30		30	
R 3.6: Number of public - private dialogues conducted – (Custom, Output)	Dialogues	0	0		5		5		5		5		0		20	

ANNEX II. PERFORMANCE INDICATOR REFERENCE SHEET (PIRS)

**AGRO
Performance Indicator Reference Sheet**

Indicator: DO 2.1: Value of new private sector investment in the agriculture sector or food chain leveraged by Feed the Future implementation (Standard, Outcome)

DESCRIPTION

Precise Definition(s): AGRO defines private sector investment as any use of private sector resources intended to support targeted value chain development. The “food chain” includes both upstream and downstream investments. Upstream investments include any type of agricultural capital used in the agricultural production process such as animals for traction, storage bins, and machinery. Downstream investments could include capital investments in equipment, etc. to do post-harvest transformation/processing of agricultural products as well as the transport of agricultural products to markets.

The Activity, in cooperation with local subcontractor RECURA will identify potential investors interested in supporting targeted value chain and agribusiness development. The Activity will only count capital investment and will disregard investment in operational cost, such as inventory and consumable/expendable inputs.

The Activity will capture investments made to establish new agricultural businesses as well as to make improvements on existing agricultural activities falling within AGRO-targeted value chains. “Private sector” investment includes investments made by individuals or groups, privately owned or managed associations, NGOs or for-profit formal companies. “New” investment refers to investment that has occurred during the reporting period. USG, GOK or any other donor-supported funding does not qualify as private sector investment.

Unit of Measure: \$ Value (US Dollars)

Disaggregated by: Value Chain and type of Strategic Partner

Justification & Management Utility: Increased investment is the predominate source of economic growth in the agricultural and other economic sectors. Private sector investment is critical because it indicates that the investment is perceived by private agents to provide a positive financial return and therefore is likely to lead to sustainable increases in agricultural production. Agricultural growth is critical to achieving the Feed the Future goal to “Sustainably Reduce Global Poverty and Hunger.”

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: Review of private sector financial records and program data of AGRO-supported agribusiness detailing specific dates, amounts, and proposed uses of private sector investment.

Method of Data Acquisition by USAID: Annual Report

Data Source(s): SP’s/ Customer Records

Frequency/Timing of Data Acquisition: Data will be collected on quarterly bases and reported on annual basis

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist, Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16 Q4

Known Data Limitations and Significance (if any): Accuracy of SP reporting and it may be difficult to collect supporting documentation from investors

Actions Taken or Planned to Address Data Limitations: AGRO will work with USAID and private sector investors to determine what level of documentation is necessary to verify this result without feeling too intrusive to the private sector entity. The Activity may also look into signing MOUs/ clauses as part of grant agreements with these entities so that data expectations are explained and agreed on up front.

Date of Future Data Quality Assessments: FY18 Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Data will be analyzed every time an investment has been concluded. Data will be analyzed by AGRO M&E Specialist, and files will be stored in the PMP share drives and/or folders

Presentation of Data: tables and graphs will be used to present data

Review of Data: Quarterly

Reporting of Data: Annually

OTHER NOTES

Notes on Baselines/Targets: Baseline value for this indicator is zero

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15(6 MOS)	0		During first six months of implementation of the activity no investment forecasted
FY16	\$1.5M		
FY17	\$2M		
FY18	\$3M		
FY19	\$3M		
FY20 (6MOS)	\$500K		
LOP	\$10M		

THIS SHEET LAST UPDATED ON: May 2015

**AGRO
Performance Indicator Reference Sheet**

Indicator: DO 2.2: Percent increase in rural AGRO-assisted farmers' income as result of USG assistance (Custom, Impact)

DESCRIPTION

Precise Definition(s): This indicator tracks changes in income of rural farmers as result of Activity interventions. Rural farmers are defined as small holders (no more than five hectares) who 1) do not buy agricultural products to further sell into the value chain, and 2) work within one of the AGRO supported value chains. The indicator does not capture farmers' income derived from other sources such as revenues received from remittances or the sale of products not targeted by the Activity. This is to ensure that change in rural income reported is a direct result of AGRO interventions and not general economic trends. The reporting unit will be percent (%) change year on year.

Unit of Measure: % (income) USD

Disaggregated by: By head of household sex, ethnicity and municipality

Justification & Management Utility: Demonstrates changes in rural income as an indication of increased quality of overall livelihood of farmers in the country

Baseline Value: TBD

PLAN FOR DATA ACQUISITION

Data Collection Method: Rural Income Survey will be conducted and results reported by AGRO and shared with USAID. Survey questionnaire will be stored in AGRO office. AGRO will identify a representative sample of rural farmers, which will be interviewed. The number of respondents will be determined during the first six months of the Activity and will be no less than 3% error at a 95% confidence interval of the entire number of AGRO assisted rural farmers.

Method of Data Acquisition by USAID: Annual Reports

Data Source(s): Rural AGRO-assisted farmers

Frequency/Timing of Data Acquisition: Annually

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16 Q4

Known Data Limitations and Significance (if any): Focus group will only be able to estimate the sex, age and ethnicity of production level jobs, as such these data will not be exact but rather estimates. New jobs is challenging to measure due to the fact that many of the farmers that AGRO will be working with are already small-holder farmers. AGRO will enhance and expand productivity as farmers, however this will not necessary create a new job for those farmers. Expanded productivity, particularly through new and improved management and technology may actually decrease the number of jobs required- particularly for post-production level.

Actions Taken or Planned to Address Data Limitations: For each new technology introduced, we'll interview the SPs to determine the additional or reduction of new jobs as a result of the technology.

Date of Future Data Quality Assessments: FY18 Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: AGRO will collect the value and volume of sales on a quarterly basis and will use this data to estimate jobs based on the DIA tool. Focus group data (qualitative) will be used to triangulate results.

Presentation of Data: Tables and graphs will be used to present results for the indicator

Review of Data: AGRO will review and share with USAID data accordingly

Reporting of Data: Annual Report

OTHER NOTES

Notes on Baselines/Targets: The baseline survey will be conducted within the first six month of the Activity. Going forward survey will be conducted annually in January to ensure full capture of the previous seasons incomes.

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	0		No results expected during first six months of implementation of AGRO activity
FY16	15%		Above baseline
FY17	18%		Above baseline
FY18	21%		Above baseline
FY19	23%		Above baseline
FY20 (6MOS)	25%		Above baseline
LOP	25%		

THIS SHEET LAST UPDATED ON: May 2015

AGRO

Performance Indicator Reference Sheet

Indicator: DO 2.3: Number of new jobs created (*disaggregated by sex, age, minority group, SP, and VC*) – (Standard, Outcome)

DESCRIPTION

Precise Definition(s): The Activity will measure two aspects of new jobs, those generated at the production and post-production level.

Production jobs will be counted using the incremental value/volumes of raw material produced and purchased by SPs to calculate the number of new jobs (using the Development Investment Analysis Tool- DIA) required to generate those values/volumes.. The DIA will be validated annually in September of each year during a series of value chain specific focus group discussions to: 1) ensure that the relationship between jobs and volume of product produced remains accurate and reflects changes in technology and productivity, and 2) to estimate the proportion of women, youth and minorities engaged in production level jobs.

Post Production jobs will be measured directly by interviews with SPs to determine the increase in the number of new jobs generated at their facilities to implement all post-production firm-level activities. The results of new jobs for post-production will be clearly and accurately disaggregate by sex, age, and ethnicity, however those attributes for production level jobs will be estimates based on the above mentioned focus group discussions.

AGRO program considers “new jobs” as 1) full time employment 2) generated during the fiscal year reporting period 3) are within targeted sub sectors and value chains and 4) and are a direct result of AGRO activities.

This indicator contributes to FTF indicator “Number of jobs attributed to Feed the Future implementation”

Unit of Measure: Number

Disaggregated by: By type of SP, production and post-production level jobs, and by the sex, age (youth) and ethnicity of persons employed

Justification & Management Utility: Tracks number of individuals being able to earn stable income, resulting directly in improved livelihood. Indicator measures creation of employment and income generation.

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: Sales records of Activity strategic partners and customers will be the based on calculation of new jobs created. The DIA tool will be used as a proxy for determining the number of production level jobs created. Focus groups with SPs will be used to determine the demographics of people who contribute to this indicator for production level jobs.

Method of Data Acquisition by USAID: Annual Reports

Data Source(s): AGRO activity implementing strategic partners and customers records of sales

Frequency/Timing of Data Acquisition: Data will be collected in quarterly bases by technical team for review and auditing

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY15 Q4

Known Data Limitations and Significance (if any): Results will be measured through increase in sales figures through indicator R2.1 and proxy. Obtaining the specific demographics of the people employed in these new jobs is impossible to verify with the DIA tool alone.

Actions Taken or Planned to Address Data Limitations: AGRO will follow up with SPs to interview them in an annual basis to determine the demographics of those employed in these new jobs.

Date of Future Data Quality Assessments: FY18 Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: AGRO activity will collect sales data on quarterly bases, for each value chain, and use increase in sales as proxy indicator of job creation using DIA tool.

Presentation of Data: Tables with results as well as graphs will be used to report and disaggregate results

Review of Data: Data will be collected and review by AGRO on annual bases

Reporting of Data: Annually

OTHER NOTES

Notes on Baselines/Targets: NOA achieved 7,665 jobs through target value chains as result of USG assistance. The baseline value for this indicator is zero

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	400		
FY16	1000		
FY17	1000		
FY18	800		
FY19	800		
FY20(6MOS)	NA		
LOP	3800		For dairy and MAP value chains in Years 1–3, and for peppers, cabbages, MAP, raspberries, blueberries, lettuce, asparagus, apples, pears, sour cherries, table grapes, gherkins, and strawberries for Years 1–5.

THIS SHEET LAST UPDATED ON: May 2015

**AGRO
Performance Indicator Reference Sheet**

Indicator: DO 2.4: Percent increase in women's agricultural empowerment index (WEAI) as result of program interventions (disaggregated by age, location and minority group) – (Standard, Impact)

DESCRIPTION

Precise Definition(s): The WEAI is based on a simplified index derived from the gender empowerment index developed for USAID Feed the Future (FtF) monitoring. It measures changes within the 5 domains of empowerment: Production (P), Resources (R), Income (I), Leadership (L), and time (T). Each of these domains is weighted, as detailed below, in terms of its importance in determining overall WEAI "score". The program's WEAI is based on an annual survey of farming families involved in AGRO value chains.

P data point isolates the level of the woman's decision making in production activities: choice of crop, area of crop, adoption of new technologies, marketing options, contracting. A score of 1 indicates full parity with male counterparts in production related decision making in all 5 production activities (listed above), > 0 <1 implies input in some of the production areas while a score of 0 implies zero input in production decisions. Weighting = 30%

R data point seeks to determine a woman's ability to own assets, to control assets and to make decisions regarding credit. A score of 1 indicates that assets are independently owned and that credit decisions can be made by women unilaterally. Asset ownership makes up 50% of this data point while credit decisions make up the other 50%. Weighting = 30%

I Data point seek to determine a woman's ability in the family to make decisions regarding income use – a score of 1 implies women's sole decision making ability for at least one income stream, 0.5 indicates parity with male counterpart and a score of 0 implies zero input in decisions regarding income use from any income stream. Weighting = 20%

L Data point seeks to determine the extent to which women are contributing in leadership roles, in the immediate community and beyond. If the woman is contributing to a local group, association or other such community structure, either as a member or a leader, then a sub score of 0.5 will be entered. If she has over the past 6 months made some public presentation - however small, a sub score of 0.5 will be entered. An L score of 1 indicates full leadership participation while a score of 0 indicates no leadership participation. Weighting = 10%

T data point seeks to determine the balance between productive and domestic tasks and satisfaction with leisure time. The result will reflect proportion of time spent in productive work (0 = no productive work, 1=full time productive). Weighting = 10%; Data to complete the WEAI will be collected during annual surveys designed and conducted by AGRO staff and/or consultants.

Unit of Measure: %

Disaggregated by: Age, Location and ethnicity

Justification & Management Utility:

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: annual WEAI survey

Method of Data Acquisition by USAID: Annual Reports

Data Source(s): Targeted female farmers

Frequency/Timing of Data Acquisition: Annually

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16 Q4

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: FY 18 Q 4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: WEAI questionnaires will be used to collect data, to generate information about gender position in decision making and survey report will be generated by AGRO activity

Presentation of Data: Data will be presented as report using graphs and figures

Review of Data: AGRO activity will review data

Reporting of Data: Annually

OTHER NOTES

Notes on Baselines/Targets: The baseline for this indicator has been set to **045** index value, extracted from last survey conducted by NOA during November 2014

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	NA		Above baseline
FY16	2%		Above baseline
FY17	4%		Above baseline
FY18	6%		Above baseline
FY19	8%		Above baseline
FY20(6MOS)	NA		NA
LOP	10%		Above baseline

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 1.1: Number of individuals (*disaggregated by sex, value chain, age, ethnicity, and location*) who have received USG-supported short-term agricultural sector productivity or food security training (Standard/ Output)

DESCRIPTION

Precise Definition(s): The number of individuals to whom significant knowledge or skills have been imparted through interactions that are intentional, structured, and purposed for imparting knowledge or skills should be counted. The indicator includes farmers and other primary sector producers who receive training in a variety of best practices in productivity, post-harvest management, linking to markets, etc. It also includes rural entrepreneurs, processors, managers and traders receiving training in application of new technologies, business management, linking to markets, etc., and training to extension specialists, researchers, policymakers and others who are engaged in the food, feed and fiber system and natural resources and water management.

There is no pre-defined minimum or maximum length of time for the training; what is key is that the training reflects a planned, structured curriculum designed to strengthen capacities, and there is a reasonable expectation that the training recipient will acquire new knowledge or skills that s/he could translate into action. Count an individual only once, regardless of the number of trainings received during the reporting year and whether the trainings covered different topics. Do not count sensitization meetings or one-off informational trainings.

In-country and off-shore training are included. Training should include food security, water resources management/IWRM, sustainable agriculture, and climate change risk analysis, adaptation, mitigation, and vulnerability assessments as they relate to agriculture resilience, but *should not include nutrition-related trainings, which should be reported under indicator #3.1.9(1) instead.*

Delivery mechanisms can include a variety of extension methods as well as technical assistance activities. An example is a USDA Cochran Fellow.

Unit of Measure: Number

Disaggregated by: Sex, ethnicity, type of training and, where applicable, targeted value chain

Justification & Management Utility: Measures enhanced human capacity for increased agriculture productivity, improved food security, policy formulation and/or implementation, which is key to transformational development.

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: Sign-in sheets, agenda of event, geolocation, and photographs (via ePORT) and post training satisfaction forms

Method of Data Acquisition by USAID: Quarterly and Annual Reports

Data Source(s): Events participants

Frequency/Timing of Data Acquisition: After each event

Estimated Cost of Data Acquisition: N/A, included in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16 Q4

Known Data Limitations and Significance (if any): : Indicator tracks number of producers and others trained, within AGRO activity value chain, participants that are not producers and/or processors may participate

Actions Taken or Planned to Address Data Limitations Participant list will give information about attendees and only participants related to agriculture production and processing will be counted

Date of Future Data Quality Assessments: FY18 Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Number of people attending events organized by AGRO activity and or activity partners extracted from participant list, will be analyzed and disaggregated by type of event, Sex, ethnicity and youth

Presentation of Data: Tables supported by narrative explanation

Review of Data: Activity reports cross checked against participant list form signed by participants will be used

Reporting of Data: Quarterly

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is zero

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	600		
FY16	1,000		
FY17	1,000		
FY18	800		
FY19	800		
FY20(6MOS)	800		
LOP	5000		

THIS SHEET LAST UPDATED ON: May 2015

**AGRO
Performance Indicator Reference Sheet**

Indicator: R 1.2: Proportion of female participants in USG-assisted programs designed to increase access to productive economic resources (assets, credit, income, or employment) – (Standard, Outcome)

DESCRIPTION

Precise Definition(s): Productive economic resources include: assets - businesses or financial assets such as credit; self-employment and income. This indicator does NOT track access to services – such as business development services or stand-alone employment training (e.g., that does not also include job placement following the training). This indicator measure the percentage of women receiving AGRO assistance /services to improve their economic situation compared the total number (men and women) who receive the same services.

Unit of Measure: Proportion (percentage) of women

Disaggregated by: Women employed, trained and receiving grants

Justification & Management Utility: The lack of access to resources is frequently cited as a major impediment to gender equality and women's empowerment. Tracking the proportion of females among participants in USG funded interventions designed to increase access to economic resources can provide information on the scope of USG efforts to lift women out of poverty.

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: The Activity will use the percentage of women engaged in all AGRO activities and grants contributing to indicators that are disaggregated by gender. This includes indicators DO2.3, R 1.1, R1.4, R1.7 and R2.8. Data contributing to indicator DO 2.3 will be weighted at 30%. Data contributing to R indicators will be collectively weighted at 60%. The number of women receiving grants will be weighted at 10%. Among R indicators, R1.1 will be weighted at 40%; R1.4 will be weighted at 15%; R1.7 will be weighted at 5%; and R2.8 will be weighted at 40%. Program data collected for indicators: DO2.3, R1.1, R1.4, R1.7, R2.8 and grant reports will be used to measure % of women participating

Method of Data Acquisition by USAID: Quarterly and Annual Reports

Data Source(s): AGRO activity records

Frequency/Timing of Data Acquisition: Data will be collected on quarterly bases

Estimated Cost of Data Acquisition: N/A, included in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY 16 Q4

Known Data Limitations and Significance (if any): The limitation of this indicator is that it does not track the quality of the program or actual increases or improvements in assets, income, or returns to an enterprise.

Actions Taken or Planned to Address Data Limitations: As part of the WEAI survey questions will be added to address issues of quality and improvement of assets for women respondents to assess their improvement in these areas.

Date of Future Data Quality Assessments: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Information about women employed, trained and women receiving grants will be used to measure overall level of women participating in implementation of the activity and reported annually

Presentation of Data: Graphics and figures supported by narrative description

Review of Data: AGRO activity-Level reviews

Reporting of Data: Annually

OTHER NOTES

Notes on Baselines/Targets: Targets are set to zero for this indicator

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	20%		
FY16	22%		
FY17	24%		
FY18	26%		
FY19	28%		
FY20(6MOS)	30%		
LOP	30%		

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 1.3: Number of hectares (*disaggregated by municipality, new or improved, and technology versus management practice*) under improved technologies and/ or management practices – (Standard, Outcome)

DESCRIPTION

Precise Definition(s): This indicator measures the area (in hectares) of land cultivated using USG-promoted improved technology(ies) or management practice(s) during the current reporting year. Technologies to be counted here are agriculture-related, land-based technologies and innovations including those that address climate change adaptation and mitigation. Significant improvements to existing technologies should be counted.

Examples of relevant technologies include:

- Crop genetics: e.g. improved/certified seed that could be higher-yielding, higher in nutritional content and/or more resilient to climate impacts; improved germ plasm.
- Cultural Practices: e.g. seedling production and transplantation; cultivation practices such as planting density, moulding; mulching.
- Pest management: e.g. Integrated Pest Management; appropriate application of insecticides and pesticides
- Disease management: e.g. improved fungicides, appropriate application of fungicides
- Soil-related fertility and conservation: e.g. Integrated Soil Fertility Management, soil management practices that increase biotic activity and soil organic matter levels, such as soil amendments that increase fertilizer-use efficiency (e.g. soil organic matter); fertilizers, erosion control
- Irrigation: e.g. drip, surface, sprinkler irrigation; irrigation schemes
- Water management: non-irrigation-based e.g. water harvesting
- Climate mitigation or adaptation: e.g. conservation agriculture, carbon sequestration through low- or no-till practices no-till practices
- Other: e.g. improved mechanical and physical land preparation.

If a beneficiary **cultivates a plot of land more than once in the reporting year**, the area should be counted each time it is cultivated with one or more improved technologies during the reporting year. For example, because of access to irrigation as a result of the Activity, a farmer can now cultivate a second crop during the dry season in addition to her/his regular crop during the rainy season. If the farmer applies promoted technologies to her/his plot during both the rainy season and the dry season, the area of the plot would be counted twice under this indicator. However, the farmer would only be counted once under 4.5.2(5) number of farmers and others who have applied improved technologies.

If a group of **beneficiaries cultivate a plot of land as a group**, e.g. an association has a common plot on which multiple association members cultivate together, and on which improved technologies are applied, the area of the communal plot should be counted under this indicator and recorded under the sex disaggregate “association-applied”, and the group of association members should be counted once under 4.5.2(42) Number of private enterprises, producers organizations... and community-based organizations (CBOs) that applied improved technologies.

If a lead **farmer cultivates a plot used for training**, e.g. a **demonstration plot** used for Farmer Field Days or Farmer Field School, the area of the demonstration plot should be counted under this indicator. However, if the demonstration or training plot is cultivated by extensionists or researchers, e.g. a demonstration plot in a research institute, neither the area nor the extensionist/researcher should be counted under the respective indicators.

Technology Type Disaggregation: If more than one improved technology is being applied on a hectare, count the hectare under each technology type (i.e. double-count). In addition, count the hectare under the total w/one or more improved technology category.

Unit of Measure: Number of Hectares

Disaggregated by: Technology type such as New Varieties, Cultural practices, Pest and Disease management, Soil-related fertility and conservation techniques, Irrigation, Water management, Climate mitigation or adaptation.

Sex: Male, Female, Joint, Association-applied

Note, before using the “Joint” sex disaggregate category, partners must determine that decision-making about what to plant on the plot of land and how to manage it for that particular beneficiary and targeted commodity is truly done in a joint manner by male(s) and female(s) within the household. Given what we know about gender dynamics in agriculture, “joint” should not be the default assumption about how decisions about the management of the plot are made.

Justification & Management Utility: Technological change and its adoption by different actors in the agricultural supply chain will be critical to increasing agricultural productivity

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: AGRO staff will walk the perimeter of hectares under new management practices and technologies- using GPS.

Method of Data Acquisition by USAID: Quarterly and Annual Reports

Data Source(s): SPs and AGRO staff working

Frequency/Timing of Data Acquisition: Data will be collected on regular bases

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16 Q4

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: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Will track the number of AGRO activity assisted HA that the program has under improved technologies and/or management practices

Presentation of Data: Tables and narrative

Review of Data: Recording as data has been captured by value chain leader, monthly to M&E Specialist and COP

Reporting of Data: Quarterly

OTHER NOTES

Notes on Baselines/Targets: Baseline value for this indicator is zero, the LOP target is 500

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	100		
FY16	150		
FY17	150		
FY18	50		
FY19	50		
FY20(6MOS)	0		
LOP	500		

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 1.4: Number of unique visits from youth using the Agrojobs Center (disaggregated by sex, minority, and VC) – (Custom, Outcome)

DESCRIPTION

Precise Definition(s): This indicator tracks unique (first-time) visitors to the center that come seeking information on: general career and employment options within the agriculture sector; specific employment and/or internship opportunities available; grant opportunities that aim to support agricultural activities, and access to agricultural credit

Unit of Measure: Number of hits

Disaggregated by: Sex and ethnic group

Justification & Management Utility: Developing services so that youth can identify and access employment opportunities is one of the Activities' main objectives

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: AGRO will develop log book which must be signed by the person accessing services from the Agrojob Center before they are able to receive services.

Method of Data Acquisition by USAID: Quarterly and Annual Reports

Data Source(s): Agro Job Center Sign/in Book

Frequency/Timing of Data Acquisition: Data will be collected every month, and will be reflected in the quarterly progress report

Estimated Cost of Data Acquisition: N/A, included in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16 Q4

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: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Agro Job center database will be used to track total number of visit, information will be summarized by AGRO M&E department and shared on a quarterly bases

Presentation of Data: Narrative report supported with table and graphs will be used

Review of Data: AGRO activity M&E department together with faculty of agriculture will review data on quarterly bases

Reporting of Data: Quarterly

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is zero, the LOP target is 1,500

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	0		
FY16	100		
FY17	200		
FY18	300		
FY19	400		
FY20(6MOS)	500		
LOP	1500		

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 1.5: Average hits per month to the web-based agricultural job identification services (*disaggregated by sex, minority and VC*) – (Custom, Outcome)

DESCRIPTION

Precise Definition(s): This indicator tracks the number of times the agricultural job identification services web site (managed by the Agrojobs Center) is visited

Unit of Measure: Number

Disaggregated by: None

Justification & Management Utility: Agro Job center web site give possibilities to exchange information about job seekers, and companies can use this system to publish job advertisements

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: Internet based analytics will be used to track number of time web site has been used, and that information will be compiled and included in the progress reports

Method of Data Acquisition by USAID: Quarterly and Annual Reports

Data Source(s): Agro Job Center web site

Frequency/Timing of Data Acquisition: Quarterly Bases

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16 Q4

Known Data Limitations and Significance (if any): Information obtained doesn't provide information about demographics such as age and ethnicity

Actions Taken or Planned to Address Data Limitations: AGRO activity will use Agro Job Center's database to obtain information that web site can't provide

Date of Future Data Quality Assessments: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: It will track hits per month in Agro Job Center, reports that have been extracted will be kept electronically in the M&E computer

Presentation of Data: Graphs supported with narrative report

Review of Data: AGRO activity's M&E will review data on quarterly bases

Reporting of Data: Quarterly

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is zero, the LOP target is 3,000 hit per month (on average)

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)			
FY16	500		
FY17	1,500		
FY18	2,000		
FY19	2,500		
FY20(6MOS)	3,000		
LOP	3,000		

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 1.6: Number of firms receiving USG assistance to invest in improved technologies – (Standard, Output)

DESCRIPTION

Precise Definition(s): This indicator refers to agribusinesses, production firms, collection centers and processing firms to which the Activity has provided trainings, technical support, and/or IIF funding to improve or upgrade their operations and which have invested in improved technologies.

Unit of Measure: Number of firms

Disaggregated by: Type of firm and type of technology implemented

Justification & Management Utility: Level of effort in facilitating expansion

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: Data will be collected from reports from IIF and stored in M&E files

Method of Data Acquisition by USAID: Quarterly and Annual Reports

Data Source(s): IIF grants office

Frequency/Timing of Data Acquisition: Regular bases, every time grant has been issued

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

Known Data Limitations and Significance (if any): Double counting

Actions Taken or Planned to Address Data Limitations: M&E specialist will generate table with names of firms, grant number and type of technology adopted, data will be reported only once

Date of Future Data Quality Assessments: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Activity will track firms that have adopted at least one technology which will help them to increase their productivity and management utilization- AGRO will also count the number of times a firm received assistance (after a firm receives assistance once the indicator is counted however we will also measure the frequency of assistance provided by the Activity)

Presentation of Data: Narrative report with tables containing information of disaggregation

Review of Data: Every time grant report has been received by IIF manager

Reporting of Data: Quarterly

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is zero, and the LOP target is 100

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	20		
FY16	40		
FY17	30		
FY18	10		
FY19	0		
FY20(6MOS)	0		
LOP	100		

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 1.7: Number of individuals authorized as certification auditors (Custom, Outcome)

DESCRIPTION

Precise Definition(s): This indicator will track number of individuals that become certified to act as auditors for regional or international certification bodies or agencies. These auditors work in the field of food safety, quality, good agriculture practices, organic production, and other types of certification pertaining to the agriculture sector

Unit of Measure: Number

Disaggregated by: Sex, ethnicity, and type of certification for which they are authorized to audit

Justification & Management Utility: Having local individuals authorized to audit producers and processors to certify their products is important to allow to respond rapidly in market demand, become more efficient and lower costs (local auditors cost less than international) becoming more competitive with import and export markets

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: Collection and review of documentation validation certification of program assisted individuals

Method of Data Acquisition by USAID: Quarterly and Annual Reports

Data Source(s): Individuals becoming certified

Frequency/Timing of Data Acquisition: Data will be collected quarterly

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

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: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: This indicator will track all individuals who have become certified validated with copies of the certification document and stored in M&E certification folder

Presentation of Data: Narrative

Review of Data: M&E specialist will review data on quarterly bases

Reporting of Data: Quarterly

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is zero, the LOP target is 9

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	0		
FY16	3		
FY17	3		
FY18	3		
FY19	0		
FY20(6MOS)	0		
LOP	9		

THIS SHEET LAST UPDATED ON: May 2015

**AGRO
Performance Indicator Reference Sheet**

Indicator: R 1.8: Number of newly authorized certification bodies/representatives – (Custom, Outcome)

DESCRIPTION

Precise Definition(s): This indicator will track the number of Kosovo registered firms authorized to conduct and certify entities or processes in any of the fields mentioned in R1.7

Unit of Measure: Number

Disaggregated by: None

Justification & Management Utility: Having certification bodies/representatives that can certify products and process is crucial for local companies.

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: Copies of certification documentation

Method of Data Acquisition by USAID: Quarterly and Annual Reports

Data Source(s): Companies becoming certification bodies

Frequency/Timing of Data Acquisition: Data will be captured every time company becomes authorized and will be reported annually

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

Known Data Limitations and Significance (if any): None

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

Date of Future Data Quality Assessments: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Information about companies that have been authorized by international/regional certification bodies will be captured by AGRO staff, and share with M&E

Presentation of Data: Narrative report

Review of Data: AGRO activity will review and validate data when certification has been concluded

Reporting of Data: Annually

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is zero, the LOP target is 2

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	0		
FY16	0		
FY17	1		
FY18	0		
FY19	1		
FY20(6MOS)	0		
LOP	2		

THIS SHEET LAST UPDATED ON: May 2015

**AGRO
Performance Indicator Reference Sheet**

Indicator: R 1.9: Number of firms and farmers that obtained standards/quality certification (HAACP, ISO, Global Gap, Organic, and Others) – (Custom, Outcome)

DESCRIPTION

Precise Definition(s): Firms and farmers counted in this indicator must receive certification from licensed bodies, generally for internationally-recognized food safety, production or trade standards

Unit of Measure: Number

Disaggregated by: Type of certification obtained

Justification & Management Utility: Certification will be necessary to enter several export markets

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: Copies of certifications data then are stored in M&E database, and hard copies of certification are filed in M&E folders

Method of Data Acquisition by USAID: Quarterly and Annual Reports

Data Source(s): AGRO activity SP's and farmers who have obtained certifications

Frequency/Timing of Data Acquisition: Rolling, every time certification has been concluded

Estimated Cost of Data Acquisition: N/A, included in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

Known Data Limitations and Significance (if any): None

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

Date of Future Data Quality Assessments: FY18 Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Information about farmers and firms who got certified will be tracked and data will be stored in M&E database

Presentation of Data: Narrative

Review of Data: AGRO activity will review reports and cross check with copies of certification will be conducted

Reporting of Data: Annually

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is zero, the LOP target is 20

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	0		
FY16	5		
FY17	5		
FY18	5		
FY19	5		
FY20(6MOS)	0		
LOP	20		

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 2.1: Value of domestic and export sales of supported value chains (*disaggregated by product, VC, type of market*) – (Custom, Outcome)

DESCRIPTION

Precise Definition(s): This indicator will track and report data from AGRO SPs and other customers on the value of sales of program-targeted products as a direct or indirect result of support they have received from the Activity. Sales of a product can and will be counted each time the product is sold along the value chain as long as it is sold by an individual or entity with whom/which the Activity is directly or indirectly working. The Activity team has developed an M&E system that will enable us to collect and report actual sales data for all its customers. Data collected directly from customers to report on this indicator will be disaggregated according to type of market (domestic, regional and international) and by value chain. The Activity will clearly specify results in annual and quarterly reports, in accordance with reporting frequencies detailed in Annex II. Furthermore, AGRO will count total sales by value chain actors that are active or past AGRO customers (that are receiving or have received technical and/or financial support from the Activity) or are engaged in programmed production to supply AGRO customers. Only sales of AGRO-targeted products (specifically targeted fruits, vegetables, MAP and dairy products) will be included.

A custom is an entity (individual, association, agribusiness, etc.) to which/whom AGRO is providing technical and /or financial support (the latter under some sort of formal agreement- e.g. grant /sub-contract). A “customer” may be, but is not necessarily a SP.

Unit of Measure: \$ Value

Disaggregated by: Value Chain and type of market

Justification & Management Utility: Level of effort to generate sales for locally produced crops and products. In addition this measurement helps track access to markets of local products, improving markets directly contributes to increased agriculture productivity and production, thus creating sustainable agriculture sector in the country.

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: Software based progress report form will be used to capture sales generated with value chain AGRO activity is focusing. Data will be validated by photos or copies of

Method of Data Acquisition by USAID: Annual Reports

Data Source(s): AGRO SPs and other customers

Frequency/Timing of Data Acquisition: Rolling as AGRO staff meet with SPs and the SP have newer financial data to provide

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY 16 Q4

Known Data Limitations and Significance (if any): For some crops the production season would be finished after the reporting period thus missing some sales

Actions Taken or Planned to Address Data Limitations: AGRO activity will report sales that were missed due to seasonality during following reporting period

Date of Future Data Quality Assessments: FY18 Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Value of sales data will be collected directly from SP’s and farmers involved in AGRO activity, compilation of sales files documented with evidence (receipt copies and/or signature of the entity) will be kept in M&E folders and data will be entered in AGRO electronic database system

Presentation of Data: Data will be presented in annual reports using Graphs, Tables and supported by narrative

Review of Data: Data will be review on regular bases by program technical staff and will be cross checked by higher levels of value chain (for example: if producer sells to collection centers, the latter will be assessed of purchases made from the producer)

Reporting of Data: Annually

OTHER NOTES

Notes on Baselines/Targets: The baseline value for all (domestic and international) is zero, the LOP target for domestic is \$49.3M and the LOP target for international is \$15.7M with a total LOP target of \$65M

Total sales achieved under NOA were \$102,497,353. AGRO targets are less than NOA results because we will be reporting out the sales of SPs, and this number of beneficiaries is smaller than those who reported data under NOA

PERFORMANCE INDICATOR VALUES

Year	Target		Actual	Notes
	Domestic	International		
FY15 (6MOS)	\$3M	\$0.8M	\$3.8M	
FY16	\$8.6M	\$2.4M	\$11M	
FY17	\$12.2M	\$3.8M	\$16M	
FY18	\$10.5M	\$3.5M	\$14M	There is a drop Year 4 due to phased-out support for dairy and MAP value chains
FY19	\$10.8M	\$4.2M	15M	
FY20(6MOS)	\$4.2M	\$1M	5.2	
LOP	\$49.5M	15.7	\$65M	Targets are based on data from Development Investment Analysis

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 2.2: Number of new linkages with domestic supermarkets through long-term contract arrangements (Custom, Outcome)

DESCRIPTION

Precise Definition(s): This indicator will track the number of contracts between producers, collection centers and/or supermarkets during at least one production season

Unit of Measure: Number

Disaggregated by: Value chain and by domestic supermarket

Justification & Management Utility: Import substitution is a key component of AGRO objectives and establishing long-term contracts with local buyers will enhance value chain sustainability and growth.

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: Copy or photo of agreement.

Method of Data Acquisition by USAID: Quarterly and Annual Reports

Data Source(s): SPs and customers

Frequency/Timing of Data Acquisition: Rolling up every time agreement has been concluded

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

Known Data Limitations and Significance (if any): Apprehensiveness of some of the supermarkets to provide contractual information.

Actions Taken or Planned to Address Data Limitations: AGRO will get data from the seller/grower/collection center in addition to any information provided by the supermarkets

Date of Future Data Quality Assessments: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Will track information about contract agreements made, information will be collected by technical staff and store it in M&E database

Presentation of Data: Narrative with tables and graphs

Review of Data: Data will be reviewed when reported by technical staff and cross checked with copy of the agreement, monthly by M&E Specialist and COP

Reporting of Data: Quarterly

OTHER NOTES

Contributes to USAID/Kosovo CDCS Indicator: "Number of new markets entered for targeted value chains products"

Notes on Baselines/Targets: Baseline value for this indicator is zero, the LOP target is 25

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	2		
FY16	10		
FY17	10		
FY18	3		
FY19	0		
FY20(6MOS)	0		
LOP	25		

THIS SHEET LAST UPDATED ON: May 2015

**AGRO
Performance Indicator Reference Sheet**

Indicator: R 2.3: Number of new regional and international market opportunities captured (Custom, Outcome)

DESCRIPTION

Precise Definition(s): This indicator will track the number of first-time sales followed by at least one subsequent sale made to a newly-identified buyer in a foreign country, for an AGRO-supported product. New Regional and International Market Opportunity are defined as a newly identified demand trend or potential buyer in a foreign country, for an AGRO-supported product. Sales must be evidenced by a written contract or communication between buyer and seller, regarding the sale.

Unit of Measure: Number

Disaggregated by: Value chain and by destination country

Justification & Management Utility: Export sales and market diversification is one of the major objectives of the ARGO project

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: Copy of evidence (receipt or email exchange between seller and buyer) will be filed in M&E folders

Method of Data Acquisition by USAID: Quarterly and Annual Reports

Data Source(s): Buyers and Sellers (AGRO assisted)

Frequency/Timing of Data Acquisition: Rolling; when opportunities are captured

Estimated Cost of Data Acquisition: N/A, included in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

Known Data Limitations and Significance (if any): Difficulty collecting sales /contracts documentation from both buyers and sellers. Difficulty capturing informal product sales.

Actions Taken or Planned to Address Data Limitations: AGRO will collect documentation from both buyers and sellers to verify the agreement.

Date of Future Data Quality Assessments: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: AGRO will analyze types of crops, destination market and record that data every time opportunity is captured

Presentation of Data: Narrative supported by graphs

Review of Data: Rolling as information is captured by technical, monthly by M&E Specialist and COP

Reporting of Data: Quarterly

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is zero, the LOP target is 27

The 9 target countries are Germany, Netherlands, Belgium, Australia, Albania, United Arab Emirates, France, Switzerland, and Austria. We anticipate three contracts with buyers in each of these countries

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	2		
FY16	10		
FY17	10		
FY18	3		
FY19	2		
FY20(6MOS)	0		
LOP	27		

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 2.4: Number of supply contracts between producers and strategic partners (Custom, Outcome)

DESCRIPTION

Precise Definition(s): This indicator will track all supply contracts as defined in the key terminology section above. For the purpose of this indicator the Activity will only track contracts that were signed between Activity strategic partners and their contracted partners

Unit of Measure: Number

Disaggregated by: SP, renewed contracts, and product

Justification & Management Utility: This indicator demonstrate the reliability of the VC to meet projected needs

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: AGRO activity will work closely with implementing partners to ensure that products and markets are committed to do business by signing contracts. Copies of contracts will be collected by AGRO tech staff and record that data into M&E database

Method of Data Acquisition by USAID: Quarterly and Annual Reports

Data Source(s): AGRO SP's and farmers signing contracts

Frequency/Timing of Data Acquisition: Rolling, every time contracting agreement has been concluded

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

Known Data Limitations and Significance (if any): None

Actions Taken or Planned to Address Data Limitations: None

Date of Future Data Quality Assessments: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Will look into number of contracts committed with value chains which AGRO activity is focusing

Presentation of Data: Tables, Graphs and Narrative

Review of Data: Rolling as information is captured by technical staff, monthly by M&E Specialist and COP

Reporting of Data: Quarterly

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is zero, the LOP target is 2,400

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	200		
FY16	400		
FY17	600		
FY18	600		
FY19	600		
FY20(6MOS)	0		
LOP	2,400		

THIS SHEET LAST UPDATED ON: May 2015

**AGRO
Performance Indicator Reference Sheet**

Indicator: R 2.5: Number of strategic partners issuing supply contracts (Custom, Output)

DESCRIPTION

Precise Definition(s): This indicator will track the number of Activity strategic partners who are issuing supply contracts regarding Activity supported products

Unit of Measure: Number of SP's

Disaggregated by: Type of SP and value chain

Justification & Management Utility: Supply contracting is a key tool used to expand and increase productivity and to formalize linkages between producers and buyers.

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: AGRO activity technical staff will use software based progress report form to capture all SP's that are conducting agreements on regular bases. Data is validated with copies/photos of contracts signed by SP with its producer suppliers and business associates

Method of Data Acquisition by USAID: Quarterly and Annual reports

Data Source(s): SP records of contracts

Frequency/Timing of Data Acquisition: Quarterly

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

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: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Indicator will track information of SP's using contracting agreement with suppliers and other to sustain its production forecast. Particular attention will be conducted on type of value chain, price and quantities.

Presentation of Data: Numerically with supporting qualitative data

Review of Data: Rolling as data comes in by the technical team, and quarterly by M&E Specialist and COP

Reporting of Data: Quarterly

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is zero, the LOP target is 50

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	10		
FY16	20		
FY17	30		
FY18	40		
FY19	50		
FY20(6MOS)	0		
LOP	50		

THIS SHEET LAST UPDATED ON: May 2015

**AGRO
Performance Indicator Reference Sheet**

Indicator: R 2.6: Value sales as a result of supply contracts established between producers (Custom, Output)

DESCRIPTION

Precise Definition(s): This indicator will track the value of sales generated from contracts between Activity strategic partners and producers. Contractual parties will mainly include producers, collection centers, ware houses and processors

Unit of Measure: \$ (USD) Value

Disaggregated by: Value chain and by the type of SP

Justification & Management Utility: Demonstrates the value of sales in \$ as result of contracting agreements concluded by SP's/Farmers and other players in the market

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: AGRO activities electronic progress report form information about sales filtered only sales that happened as result of contracts. Data will be collected by technical staff and implementing partner (including Recura), supported by copies/photos of sales evidence. Sales in euros will be converted to US dollars and reported as such quarterly and annually

Method of Data Acquisition by USAID: Quarterly and Annual Reports

Data Source(s): SP's/Farmers working with AGRO activity who sign supply contracts

Frequency/Timing of Data Acquisition: Regular bases, or quarterly

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

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: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Indicator will track information of SP's/Farmers \$ value marketed products as result of contract with other value chain players

Presentation of Data: Numerical data supported by qualitative data, tables and graphs

Review of Data: Rolling as data comes in by the technical team, and quarterly by M&E Specialist and COP

Reporting of Data: Quarterly

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is zero, the LOP target is \$19.15M

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	\$900K		
FY16	\$2.2M		
FY17	\$4.8M		
FY18	\$5.25M		
FY19	\$6M		
FY20(6MOS)	0		
LOP	\$19.15M		

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 2.7: Number of SPs organizing B2B and other market investigation events and trade shows (Custom, Output)

DESCRIPTION

Precise Definition(s): This indicator will measure the number of strategic partners that take the initiative to organize and either fully or substantially finance B2B or market investigation events. If co-financing the B2B event, the SP must cover at least 25% of the costs in order to be counted

Unit of Measure: Number of SP's

Disaggregated by: Type of SP

Justification & Management Utility: This indicator is important to track the SP's being able to organize events by their own, indication that leads towards SP's becoming more sustainable

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: AGRO team will assist SP's to identify and organize B2B or other events. Technical staff will develop a report which will include SP's participant list with signature of participants and costs that was associated with that event. 25% of total cost covered by the SPs- Financial records from SPs and project to verify SP contributions.

Method of Data Acquisition by USAID: Quarterly and Annual reports

Data Source(s): SP's records of events backed with copies/photos of participant list or event

Frequency/Timing of Data Acquisition: Regular bases every time event has been organized

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

Known Data Limitations and Significance (if any): SP's providing information about events that are not related to B2B or market investigation

Actions Taken or Planned to Address Data Limitations: Only events that are related to markets will be reported

Date of Future Data Quality Assessments: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: SP's participant list will be collected by technical staff and record it in the database every time the event has been concluded

Presentation of Data: Numerical supported by qualitative data, and tables

Review of Data: Rolling as data comes in by the technical team, and quarterly by M&E Specialist and COP

Reporting of Data: Quarterly

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is 0, the LOP target is 35

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	5		
FY16	15		
FY17	20		
FY18	25		
FY19	35		
FY20(6MOS)	0		
LOP	35		

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 2.8: Number of people attending strategic B2B and market investigation events and trade shows organized by or in collaboration with SPs – (Custom, Output)

DESCRIPTION

Precise Definition(s): This indicator counts the number of people attending events described in indicator R2.7

Unit of Measure: Number

Disaggregated by: Sex and ethnicity and type of event

Justification & Management Utility: These events are important for agriculture producers and processor, in order to better understands the demand and supply of crops and overall market orientation of value chains

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: AGRO activity and SP's list of attended will be used to track events. Data are collected by technical staff or SP's, information obtained will be recorded in the M&E database, and copies of participant list will be files in M&E folders

Method of Data Acquisition by USAID: Quarterly and Annual Reports

Data Source(s): AGRO and/or SP's records of events

Frequency/Timing of Data Acquisition: Regular bases every time event has been organized

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

Known Data Limitations and Significance (if any): SP's providing information about events that are not related to B2B or market investigation or participant that are working with value chains not related to AGRO

Actions Taken or Planned to Address Data Limitations:

Date of Future Data Quality Assessments: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Analysis of participants against number who gain market access or orders

Presentation of Data: Numerical supported by qualitative data, and tables

Review of Data: Rolling as data comes in by the technical team, and quarterly by M&E Specialist and COP

Reporting of Data: Quarterly

OTHER NOTES

Notes on Baselines/Targets: Assumption for this indicator is number of SPs (from Indicator 2.7) × 2 events per year × 20 people per event

Baseline value for this indicator is zero, the LOP target is 3,760

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	200		
FY16	560		
FY17	720		
FY18	880		
FY19	1,200		
FY20(6MOS)	200		
LOP	3,760		

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 3.1: Value of public-private partnerships among GOK and other agricultural sector stakeholders established – (Custom, Impact)

DESCRIPTION

Precise Definition(s): This indicator tracks the total capital value of any partnership between the GOK (partners at the central or municipal level) and the private sector aimed at Activity-targeted agricultural value chain development. This indicator will include any donor contributions to this partnership including AGRO grant support

Unit of Measure: \$ value (USD)

Disaggregated by: Disaggregated by value chain (where possible)

Justification & Management Utility: GOK and donor funds are important in developing agriculture sector in the country

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: the following documentation is required and mandatory:

- 1) A Memorandum of Understanding (MOU) between the engaged/committed public and private partners.
 - 2) A budget that provides main line items broken out by unit and unit costs- per partner.
 - 3) Description of how the product or service will contribute to the overall Kosovo agricultural sector.
 - 4) Evidence—usually a photograph of completion of service or product.
 - 5) If in euros, a currency conversion sheet for the cost of the service or product.
- All of these documents must be signed by the private and public entities as well as the COP before the result can be counted as achieved

Method of Data Acquisition by USAID: Annually Report

Data Source(s): Public and private sector entities engaging in PPP

Frequency/Timing of Data Acquisition: Every time agreement has been concluded

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

Known Data Limitations and Significance (if any): Getting timely data from public can private entities that verify results.

Actions Taken or Planned to Address Data Limitations: Grant clauses and/or MOUs may help to lay out expectation in the early stages of these negotiations.

Date of Future Data Quality Assessments: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Indicator will track value of investment of donors and GOK in value chains that AGRO is working. Focus will be to analyze who is doing the investment, what value chain and type of SP's benefiting

Presentation of Data: Numerical supported by narrative information

Review of Data: : Rolling as data comes in by the COP, and annually by M&E Specialist

Reporting of Data: Annually

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is 0, the LOP target is \$7.5M

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)			
FY16	\$500K		
FY17	\$1M		
FY18	\$1.5M		
FY19	\$2M		
FY20(6MOS)	\$2.5M		
LOP	\$7.5M		

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 3.2: Number of local agricultural associations and producer groups able to market products both domestically and internationally – (Custom, Outcome)

DESCRIPTION

Precise Definition(s): This indicator will track the number of agricultural associations or producer groups that have successfully concluded at least two sales transactions to local and international buyers

Local agricultural associations and producer groups are individual farmers or others involved in the agricultural sector that come together to form a group and collaborate towards common interests. They are often registered as a legal entity but not always. Marketing products refers to making sales to domestic and international buyers.

Unit of Measure: Number

Disaggregated by: Value chain, type of association and destination market

Justification & Management Utility: Increase capacity of local agricultural associations or producer groups to market their products will have a significant impact on rural incomes.

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: AGRO tech staff will collect data using electronic progress report form to give information about association and producer groups being able to market their products together

Method of Data Acquisition by USAID: Annual Reports

Data Source(s): AGRO activity records of sales

Frequency/Timing of Data Acquisition: Quarterly

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

Known Data Limitations and Significance (if any): Agricultural associations or producer groups are notoriously poor at bookkeeping and data collection/verification. As such they will need significant support to overcome this weakness.

Actions Taken or Planned to Address Data Limitations: AGRO will increase the capacity of POs in the areas of book and record keeping as well as data collection management

Date of Future Data Quality Assessments: FY18 Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Indicator will look into sales generated by type of group, what value chain and destination country.

Data will be analyzed on quarterly bases by M&E specialist

Presentation of Data: Graphs and tables supported by narrative data

Review of Data: Rolling as data comes in by the technical team, or implementing partners, and annually by M&E Specialist and COP

Reporting of Data: Annually

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this target is zero, the LOP target is 10

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	0		
FY16	2		
FY17	2		
FY18	2		
FY19	2		
FY20(6MOS)	2		
LOP	10		

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 3.3: Number of public-private partnership agreements signed between GOK and other agriculture sector stakeholders –(Custom, Output)

DESCRIPTION

Precise Definition(s): Number of public-private partnerships in agriculture formed during the reporting year. Private partnerships can be long or short in duration (length is not a criteria for measurement). Partnerships with multiple partners should only be counted once. A public-private alliance (partnership) is considered formed when there is a clear agreement, usually written, to work together to achieve a common objective. AGRO will count both Global Development Alliance (GDA) partnerships and non-GDA partnerships for this indicator. There must be either a cash or in-kind significant contribution to the effort by both the public and the private entity. For-profit enterprises and NGOs are considered private. A public entity can be national or sub-national government as well as a donor-funded implementing partner. It could include state enterprises which are non-profit. A private entity can be a private company, a community group, or a state-owned enterprise which seeks to make a profit (even if unsuccessfully).

More than one partnership may be formed with the same entity. In counting partnerships we are not counting transactions with a partner entity; we are counting the number of partnerships formed during the reporting year. Public-private partnerships counted should be only those formed during the current reporting year. Any partnership that was formed in a previous year should not be included.

- An agricultural activity is any activity related to the supply of agricultural inputs, production methods, agricultural processing or transportation.

Each partnership's formation will only be reported once in order to add the total number of partnerships across years.

Unit of Measure: Number

Disaggregated by: None

Justification & Management Utility: The assumption of this indicator is that if more partnerships are formed it is likely that there will be more investment in agriculture or nutrition-related activities. This will help achieve IR3 which then contributes to the Key Objective of agriculture sector growth. The improvement in growth will increase the incomes of all, but because the focus of activity work is on the vulnerable (women, children and the poor) there will be a reduction in poverty.

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: Copies of agreement between all parties (GOK, and private entities)

Method of Data Acquisition by USAID: Annual Reports

Data Source(s): Public and Private entities

Frequency/Timing of Data Acquisition: Annually

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

Known Data Limitations and Significance (if any): This indicator is largely outside our control in terms of meeting a result. We can bring these two parties together and facilitate and encourage signature, however in the end the decision for these two entities (GOK and private sector) to form a partnership relies solely on these two parties.

Actions Taken or Planned to Address Data Limitations: Work with USAID to develop strategies to encourage and facilitate partnerships if we see that one side of the partnership is having a difficult time committing/ participating.

Date of Future Data Quality Assessments: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Indicator will track Public Private Partnerships documented agreements by COP every time an agreement has been concluded

Presentation of Data: Numerical supported by narrative information

Review of Data: Rolling as data comes in by the COP, and annually by M&E Specialist

Reporting of Data: Annually

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this target is zero, the LOP target is 10

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	0		
FY16	2		
FY17	3		
FY18	3		
FY19	0		
FY20(6MOS)	0		
LOP	10		

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 3.4: Number of policy analyses in different agriculture areas conducted – (Custom, Output)

DESCRIPTION

Precise Definition(s): This indicator will track the number of policy analyses instigated and/or implemented by the Activity. Policy analysis is defined as studying a policy in view of identifying areas in need of improvement or studying a policy area in view of developing policies, laws, strategies, regulations and such aimed at making improvements in targeted areas. Examples of agricultural areas include agricultural production regulations, subsidies, agricultural trade policies, water utilization/irrigation policies, Value-added-tax policy regarding agricultural products, import/export policies and the like.

Unit of Measure: Number

Disaggregated by: None

Justification & Management Utility: This indicator tracks progress towards enabling business environment

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: AGRO activity reports on policy analysis will be developed and shared with M&E. Copies of reports will be kept in the AGRO share drive

Method of Data Acquisition by USAID: Annual Reports

Data Source(s): AGRO activity records

Frequency/Timing of Data Acquisition: Every time report has been generated

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

Known Data Limitations and Significance (if any): None

Actions Taken or Planned to Address Data Limitations: None

Date of Future Data Quality Assessments: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Indicator will look into analysis reports generated

Presentation of Data: Narrative

Review of Data: Rolling as data comes in by the DCOP, and annually by M&E Specialist

Reporting of Data: Annually

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is zero, the LOP target is 8

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	1		
FY16	3		
FY17	3		
FY18	1		
FY19	0		
FY20(6MOS)	0		
LOP	8		

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 3.5 Number of strategic partners who receiving enhance financial services and private equity (Custom, Output)

DESCRIPTION

Precise Definition(s): Financial services includes commercial loans, micro finance, agricultural insurance, factoring services, private equity, and other such services permitting access to finance or capital. The Activity will track all SPs and customers that are receiving enhanced financial services. Supporting documentation will be a memo to file describing the type of enhanced service received, the financial service provider, the SP or customer involved and the action taken by AGRO that facilitated access to the service

Unit of Measure: Number

Disaggregated by: type of SP, type of financial service/equity, and VC

Justification & Management Utility: Having access to such services will allow SP's to expand their business operations, increase productivity and efficiency and have faster respond to market demands

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: Scanned copies of documentation that verifies delivery of financial services (i.e. loan agreement, copy of ag insurance policy, etc.)

Method of Data Acquisition by USAID: Quarterly and Annually Reports

Data Source(s): Strategic Partners

Frequency/Timing of Data Acquisition: Quarterly

Estimated Cost of Data Acquisition: N/A, included in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

Known Data Limitations and Significance (if any): Reluctance among SPs to provide finical information.

Actions Taken or Planned to Address Data Limitations: AGRO will work with USAID to determine positive incentives such as on-going support by the Activity.

Date of Future Data Quality Assessments: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Indicator will track number SP's receiving such services, which are the institutions that are offering enhanced services and what type of services.

Presentation of Data: Narrative

Review of Data: Rolling ; as data comes in by the COP, and annually by M&E Specialist

Reporting of Data: Annually

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is 0, the LOP target is 30

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	5		
FY16	10		
FY17	15		
FY18	20		
FY19	25		
FY20(6MOS)	30		
LOP	30		

THIS SHEET LAST UPDATED ON: May 2015

AGRO
Performance Indicator Reference Sheet

Indicator: R 3.6: Number of public -private dialogues conducted – (Custom, Output)

DESCRIPTION

Precise Definition(s): Dialogue is defined as more than a single meeting. Rather, it represents a process of ongoing discussion with intent to achieve a specified outcome. Public-private dialogues will be needs-based and may be directly linked to policy analyses conducted or supported by the AGRO Activity. They must be attended by the most appropriate public and key private sector representatives. AGRO will track and document progress with respect to dialogues conducted

Unit of Measure: Number

Disaggregated by: None

Justification & Management Utility: Dialogues are essential for agriculture sector to address issues that reflect directly in improved productivity and marketability

Baseline Value: 0

PLAN FOR DATA ACQUISITION

Data Collection Method: Sign in sheets (where appropriate) photographs, interviews with participant (pre and post event – at least 10 people) agenda of event.

Method of Data Acquisition by USAID: Quarterly and Annual Reports

Data Source(s): Participants

Frequency/Timing of Data Acquisition: Rolling as event occur

Estimated Cost of Data Acquisition: N/A, including in the budget

Responsible Individual(s) at the Program: M&E Specialist , Chief of Party

DATA QUALITY ISSUES

Date of Initial Data Quality Assessment: FY16Q4

Known Data Limitations and Significance (if any): None

Actions Taken or Planned to Address Data Limitations: None

Date of Future Data Quality Assessments: FY18Q4

Procedures for Future Data Quality Assessments: AGRO will employ a Collaborating, Learning and Adapting (CLA) process that incorporates continuous and systematic data verification. Each data point reported to USAID will have supporting documentation assessed against data integrity standards by the M&E Specialist

PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING

Data Analysis: Indicator will track number of meeting conducted by Private and Public entities and subjects that were discussed

Presentation of Data: Narrative

Review of Data: Rolling ; as data comes in by the COP, and annually by M&E Specialist

Reporting of Data: Annually

OTHER NOTES

Notes on Baselines/Targets: The baseline value for this indicator is zero, the LOP target is 20

PERFORMANCE INDICATOR VALUES

Year	Target	Actual	Notes
FY15 (6MOS)	0		
FY16	5		
FY17	5		
FY18	5		
FY19	5		
FY20(6MOS)	0		
LOP	20		

THIS SHEET LAST UPDATED ON: May 2015

ANNEX III. DATA QUALITY ASSESSMENT FORMAT

Objective:	
Area:	
Element:	
Title of Performance Indicator:	
Is this a Standard or Custom Indicator? If standard make sure the title matches the title in the Indicator Handbooks.	<input type="checkbox"/> Standard <input type="checkbox"/> Custom
Data Source(s): ⁴	<input type="checkbox"/> Implementing partner reports <input type="checkbox"/> Other (Be Specific)
AGRO Control over Data:	<input type="checkbox"/> High (AGRO is source and/or funds data collection) <input type="checkbox"/> Medium (data coming from another source) <input type="checkbox"/> Low (Data are from a secondary source)
Who Provided the Data (partner or Tetra Tech)	
Year or Period for Which the Data Are Being Reported	
Data Assessment methodology	Describe in detail and attach to the checklist**
Date(s) of Assessment:	
Assessment Team Members:	
For Office Use Only	
COP Approval: _____	
M&E Specialist Approval: _____	

CATEGORY	YES	NO	COMMENTS
VALIDITY: Data should be clear and adequately represent the intended result			
Does the information collected measure what it's supposed to measure? (e.g., a valid measure of overall nutrition is healthy variation in diet; age is not a valid measure for overall health.)			
Do results collected fall within the plausible range?			
Is there reasonable assurance that the data collection methods used do not produce systematically biased data (e.g. consistently over or under counting)?			

⁴ Information can be copied from the PIRS

CATEGORY	YES	NO	COMMENTS
Are sound research methods being used to collect the data?			
RELIABILITY: Data should reflect stable and consistent data collection processes and analysis over time			
When the same data collection is used to measure/observe the same thing multiple times, is the same result produced each time? (e.g., a ruler used over and over always indicates the same length for an inch).			
Are data collection and analysis methods documented in writing and being used to ensure the same procedures are followed each time?			
TIMELINESS: Data should be available at a useful frequency, should be current, and should be timely enough to influence management decision making			
Are data available frequently enough to inform program management decisions?			
Are the data reported the most current practically available?			
Are the data reported as soon as possible after collection?			
PRECISION: Data have a sufficient level of detail to permit management decision making; e.g., the margin of error is less than the anticipated change			
Is the margin of error less than the expected change being measured (e.g. if the change is only 2% expected and the margin of error in a survey used to collect the data is +/- 5% then the tool is not precise enough to detect the change)			
Has the margin of error been reported along with the data? (only applicable to results obtained through statistical sample)			
INTEGRITY: data collected should have safeguards to minimize the risk of transcription errors or data manipulation			
Are procedures or safeguards in place to minimize data transcription errors			
Is there independence in key data collection, management, and assessment procedures			
Are mechanisms in place to prevent unauthorized changes to the data?			
SUMMARY			
Based on the assessment relative to the five standards, what is the overall conclusion regarding the quality of the data?			
Significance of limitations (if any)?			
Actions needed to address limitations prior to the next DQA			

IF NO DATA ARE AVAILABLE FOR THE INDICATOR	COMMENTS
If no recent relevant data are available for this indicator, why not?	
What concrete actions are now being taken to collect and report these data as soon as possible?	
When will data be reported?	

1. DQ assessor should make sure that they understand the precise definition of the indicator. Please address any issues of ambiguity before the DQA is conducted.
2. Individual(s) conducting the DQA should describe in detail the methodology that will be used to conduct the DQA. This is required for each indicator. This information should be approved before the DQA is conducted.
3. DQA assessor should have a copy of the methodology for data collection in hand before assessing the indicator. This information should be in the PMP for each indicator. Each indicator should have a written description of how the data being assessed is collected.
4. Each implementing partner should have a copy of the method of data collection in their files and documented evidence that they are collecting the data according to the methodology.
5. Assessor should record the names and titles of all individuals involved in the assessment.
6. Does the AGRO have documented evidence that we have verified the data that has been reported to USAID? Project must provide USAID with documents (process/person conducting the verification/field visit dates/persons met/activities visited, etc.) which demonstrate that they have verified the data that was reported to USAID. Note: Verification by the partners should be an ongoing process.
7. The DQA assessor should be able to review the implementing partner files/records against the methodology for data collection laid out in the PMP. Any data quality concerns should be documented.
8. The assessor should verify the partner data at the field level using the PMP methodology. Any data quality concerns should be documented.
9. Storage of data is critical to this process. The assessor should document any and all weakness in the files/record keeping associated with the indicator being reviewed.
10. The DQA should include a summary of all weaknesses found; the significance of the weaknesses and recommendations for addressing the findings. A plan of action for addressing the weaknesses should be made as well as a follow-up date for reassessment

U.S. Agency for International Development Kosovo

Arberia (Dragodan)

Ismail Qemali St., No.1

Pristina, Kosovo, 10130

Tel: ++ 381 (0)38 59 59 2000

Fax: ++ 381 (0)38 249 493

www.usaid.gov/kosovo