INFORMATION BULLETIN (FFPIB)

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MEMORANDUM FOR ALL FOOD FOR PEACE OFFICERS AND COOPERATING
SPONSORS

TO: USAID/W and Overseas Distribution Lists; FFP Cooperating Sponsors

FROM: DCHA/FFP, Jonathan Dworken, Acting Director

SUBJECT: USAID and Food for Peace Indicators and Reporting Systems

<div align="center">FFPIB 07-01 (updated)</div>

Background and Purpose: USAID uses multiple reporting systems with different sets of
indicators which can become confusing for Food for Peace (FFP) implementers and staff alike.
The purpose of this document is to orient FFP Cooperating Sponsors (CSs) and FFP Officers to
the five main types of Monitoring and Evaluation (M&E) reporting requirements that affect Title
II programs, primarily Multi-Year Assistance Programs (MYAPs). Items 1, 2 and 4 listed below
apply to Single-Year Assistance Programs (SYAPs) as well.

1. Cooperating Sponsor's Program Indicators
2. FFP/Washington's Performance Management Plan (PMP) Indicators
3. USAID Mission Indicators
4. "F" Indicators
5. IEHA Indicators

These represent distinct requirements that serve different purposes.

1. Cooperating Sponsor's Program Indicators

CSs implementing MYAPs are required to develop M&E plans and track and report on
performance indicators that permit them and FFP to assess progress made towards objectives.
Each MYAP has its own indicators specific to its program. MYAP performance indicators are
identified in the Indicator Performance Tracking Table (IPTT) submitted with the original
proposal, and updated each November in the program's annual Results Report to reflect progress
made in the previous fiscal year (FY). The IPTT indicators should be selected based on the
MYAP's strategic framework and implementation strategies, and should be useful for program
management and performance reporting. To the extent feasible, these indicators should include
well-established food security indicators commonly used by FFP programs[1]. There are generally
two types of indicators in the IPTT— impact indicators and annual monitoring indicators. As of
FY 2006, the M&E system of MYAPs may also include "trigger" indicators, which form part of
an early warning system that alerts the CS and FFP to increasing food stress in the MYAP
intervention region.

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[1] http://www.fantaproject.org/focus/monitoring.shtml

Applicable to MYAPs awarded in FY 2007 and later (and for SYAPs, where applicable), is the new requirement to report on a limited set of standard indicators in addition to the program-specific indicators (see the next section).

Similarly, CSs implementing SYAPs are also required to develop M&E plans, and to report semi-annually on progress as defined in the program proposal. While the reporting requirements for SYAPs are less exhaustive, CSs must provide clarification for any targets not met or exceeded.

2. Food for Peace/Washington's PMP Indicators

FFP Washington has its own Performance Management Plan (PMP) designed to measure progress on the Office's 2006-2010 Strategic Plan[2]. The PMP identifies a limited set of indicators developed to capture results from a wide range of FFP-funded programs. The data source for most of FFP's PMP indicators is the Standardized Annual Performance Questionnaire (SAPQ). As of FY 2006, all CSs implementing MYAPs or SYAPs are required to fill in and submit an SAPQ with their annual Results Report in November of each year. Some of the data for the PMP indicators also comes from the Summary Request and Beneficiary Tracking Table, also submitted as part of the annual Results Report.

New SYAPs and MYAPs awarded in FY 2007 and later are required to report data for the applicable indicators in the SAPQ. Ongoing MYAPs and SYAPs are asked to provide data where possible (see Results Report Guidelines for m ore information). New MYAPs should integrate the FFP indicators into their IPTTs and if they already have a similar but different indicator of their own, they should replace it with the standard FFP indicator so that FFP can aggregate results from across all of its programs and countries. Ongoing MYAPs may want to add FFP indicators to their IPTT, mid-course, if they are able to report on them.

The FFP PMP indicators and the type of program for which they are applicable are:

Strategic Objective: Food Insecurity among Vulnerable Populations Reduced
1. Percentage of underweight children 0-5 years of age in Title II-assisted areas in FFP priority countries (MYAP)
2. Percentage of applicable programs reporting maintenance or improvement in nutritional status (SYAP/MYAP)
3. Average number of months of adequate food provisioning in Title II-assisted program areas (MYAP)
4. Percentage of applicable programs reporting maintenance or improvement in household food consumption (MYAP)

IR 2: Title II Impact in the Field Increased
1. Percentage of targeted direct beneficiaries reached (SYAP/MYAP)
2. Percentage of Title II program beneficiaries with improved health, nutrition or hygiene behaviors (MYAP)
3. Percentage of Title II-assisted producers using a project-defined minimum number of sustainable agricultural technologies (MYAP)
4. Percentage of Title II-assisted communities with disaster early warning and response systems in place (SYAP/MYAP)

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[2] Available at http://transition.usaid.gov/our_work/humanitarian_assistance/ffp/ffp_strategy.2006_2010.pdf

5. Percentage of Title II-assisted communities with improved physical infrastructure to mitigate the impact of shocks (SYAP/MYAP)
6. Percentage of Title II-assisted communities with safety nets to address the needs of their most vulnerable members (MYAP)
7. Percentage of Title II-assisted communities with improved capacity (MYAP)

3. USAID Mission Indicators

USAID Missions have multiple and complex reporting requirements. They are likely to ask CSs to provide data on, and ideally participate in the development of, the Mission's PMP indicators. These indicators can vary widely, depending on the strategy and programs of the individual Mission. Missions are also required to report to the Director of U.S. Foreign Assistance on a set of standard indicators. The Mission may ask CSs to provide data for these indicators, which are also referred to as "FACTS", "OP", or "F" indicators (see below). Missions may have additional reporting responsibilities that they ask a CS to contribute to, such as PEPFAR (HIV/AIDS) indicators or other special programs.

CSs should work with Missions to identify which of the Mission's indicators apply to their MYAP and they should integrate these indicators into their IPTT. Missions will generally ask CSs to provide indicator data as soon as the fiscal year ends, in October or November of each year.

4. "F" Indicators

"F" refers to the Director of U.S. Foreign Assistance, who has authority over all Department of State and USAID foreign assistance funding and programs[3]. The F indicators are a set of standard indicators established by F to measure what is being accomplished with U.S. foreign assistance funds under the U.S. Strategic Framework for Foreign Assistance. Starting in FY 2007, all USAID operating units (OUs—country Missions and Offices in Washington) are required to set targets for and report on these standard indicators. OUs also have the option of setting targets for and reporting on their own "custom" indicators. OUs enter targets for their F indicators into a database called "FACTS" and they do this in October or November when submitting their Operational Plan (OP). The F indicators are subject to change as the F process evolves.

CSs implementing MYAPs should work with Missions to identify the relevant and feasible indicators from the list of F indicators (or the Mission's custom indicators), and adjust their own program information systems to enable collecting and reporting on these indicators to Missions.

The F indicators relevant to SYAPs are collected by FFP in Washington through the SAPQ and Summary Request and Beneficiary Tracking Table, which CSs fill out annually.

5. IEHA Indicators

The President's Initiative to End Hunger in Africa (IEHA) relies on evidence-based performance data to demonstrate the impact of U.S. Government agricultural assistance in Africa[4]. The

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[3] See http://www.state.gov/f/
[4] See http://transition.usaid.gov/locations/sub-saharan_africa/initiatives/ieha.html

inclusion of Title II in the results reporting of IEHA provides FFP and its CSs an additional mechanism to demonstrate the effectiveness of development food aid.

At present, IEHA supports efforts in Ghana, Kenya, Mali, Mozambique, Uganda, and Zambia and three regional programs in east, west, and southern Africa. Title II CSs implementing non-emergency programs in IEHA countries are asked to report annually on select IEHA indicators, if possible. CSs should work with their Mission counterparts to discuss which indicators are applicable and should be adopted into their annual monitoring and reporting systems. IEHA has developed and circulated a standardized reporting tool for Missions to use, from which annual data will be collected and reported.