

HAITIAN OUT-OF-SCHOOL YOUTH LIVELIHOOD INITIATIVE



PERFORMANCE MONITORING PLAN

2007-2010

July 31, 2008

Acronyms List

AB/OP	Abstinence, Be faithful /Other prevention
ARC	American Red Cross
CBOs	Community-Based Organizations
CDCJ	Youth Career Center
CEF	Centres d'Education Familiale - evening education programs run by the Ministry of Education
CEP	Certificat d'Etude Primaires - the grade 6 completion certificate
COP	Chief of Party
EDC	Education Development Center, Inc.
EQUIP3	Education Quality Improvement Program 3
IDEJEN	Haitian Out-of-School Youth Livelihood Initiative
IGA	Income-Generating Activity
IGP	Income generation project
INFP	National Vocational Training Institute
MENFP	Ministry of Education and Professional Training
NFBE	Non-formal Basic Education
OIP	Organizational Improvement Plan
PEPFAR	President's Emergency Plan for AIDS Relief
SPIT	Summary Performance Indicator Table
TA	Technical Assistance
USG	US Government
WFD	Workforce Development

Table of Contents

Acronyms List

- A. NARRATIVE 1**
 - 1. EXECUTIVE SUMMARY 1**
 - 2. INTRODUCTION 2**
 - A. Program Objectives 2
 - B. Key M&E Activities..... 2
 - 3. MONITORING 2**
 - A. Indicators..... 3
 - B. Data Collection Methodologies 5
 - C. Timelines 7
 - D. Responsible Parties..... 7
 - 4. EVALUATION 7**
 - A. Description 7
 - B. Timelines..... 8
 - C. Responsible Parties..... 8
 - 5. DATA MANAGEMENT AND ANALYSIS 8**
 - A. Methodologies and Timelines 8
 - B. Responsible Parties 9
 - 6. REPORTING 10**
 - A. Methodologies and Timelines 10
 - B. Responsible Parties 10
 - 7. INFORMATION FEEDBACK 10**
 - A. Methodologies..... 10
 - B. Timelines..... 11
 - C. Responsible Parties..... 11
- B. SUMMARY PERFORMANCE INDICATOR TABLE (SPIT) 12**
- C. TASK SCHEDULE 18**
- D. PERFORMANCE INDICATOR REFERENCE SHEETS (PIRS) 19**
- E. IDEJEN INDICATOR MAPS 28**
- F. LIST OF INDICATOR DEFINITIONS..... 34**

A. NARRATIVE

1. EXECUTIVE SUMMARY

The Haitian Out-of-School Youth Livelihood Initiative (IDEJEN), an EQUIP3 Associate Award, was created to address the education and livelihood needs of a hard-to-reach segment of Haiti's population: youth ages 15-24 with little or no primary education. IDEJEN delivers its services to targeted urban "hot spots" and selected rural areas in seven geographical departments of the country, with the goal of alleviating poverty in key conflict-vulnerable areas while improving economic opportunities for the targeted youth. After completing an initial phase in September 2006, IDEJEN has expanded to reach an estimated 13,000 out-of-school youth by 2010.

Objectives:

The project:

- Educates and trains marginalized out-of-school youth to gain skills and competencies for successful socio-economic reintegration into society.
- Builds the capacity of local Community-Based Organizations (CBOs) as they implement educational and livelihood trainings for out-of-school youth.
- Works with and supports Government of Haiti institutions as they adopt improved services for out-of-school youth.
- Educates youth about the growing concern of HIV/AIDS, through awareness and prevention messages.

Activities:

The project helps out-of-school youth through:

Learning and Workforce Readiness: Youth benefit from 12 months of basic literacy and numeracy instruction, as well as relevant life skills and technical/vocational trainings, to equip them for promising livelihoods.

Livelihood Accompaniment: For 6 months after initial trainings, young people receive bridging support, career counseling and mentoring as they either return to school or seek employment. Youth may practice what they learn through income-generating activities, internships with local businesses, and entrepreneurship/small-business development.

Capacity Building: Continual training and support of local CBOs ensures their ability to meet the changing needs of out-of-school youth.

Policy: Collaboration with and support of Haiti's Ministries of Education and Youth helps promote youth-friendly policies and services.

PEPFAR: 200 youth peer educators provide information on HIV/AIDS to project youth.

The following Performance Monitoring Plan describes IDEJEN's proposed approach to collecting both outcome and output level data (monitoring) for the activities described, as well as information emerging from Special Evaluative Studies that are designed to complement ongoing progress monitoring data. Strategies for both sets of performance monitoring are described below.

2. INTRODUCTION

A. Program Objectives

The ultimate success of the IDEJEN project can best be articulated by the project's ability to deliver on the following four objectives:

Objective 1: Marginalized Youth are Re-Integrated into Society

Objective 2: Community-based organizations have improved capacity to address programming needs of out-of-school youth

Objective 3: Government of Haiti institutions are strengthened to provide and/or oversee improved services to out-of-school youth

Objective 4: HIV/AIDS awareness and prevention messages are disseminated to out-of-school youth, ages 15-24

B. Key M&E Activities

Monitoring and evaluation is central to overall project implementation and success. For this reason, EDC has developed an approach for the IDEJEN project that includes

- ♦ **Output and outcome tracking** related to the project's four objectives;
- ♦ **Special Evaluation Studies** designed to provide depth and detail regarding particularly important aspects of the program.

Data from each of these elements will render a rich portrait of the project's overall impact, and its prospects for sustainability. Outcome and outcome tracking are described in detail in the Section 3 (Monitoring), while Special Evaluation Studies are described in the Section 4 (Evaluation).

3. MONITORING

Measuring output and outcome indicators related to the project's four objectives on a quarterly basis allows both project management and USAID to monitor the pace of implementation against plan, verify that key outputs are being delivered, and provide periodic measures of program benefits. IDEJEN will create a database to house all project data.

For Objective 1, it will capture data on participant enrollment, completion, transition to, and progress within employability and accompaniment phase activities. Actual achievement for each of these

indicators will be compared to pre-set targets to assess efficacy. This data will be disaggregated by region, age, education level (nonskolarize or deskolarize), type of opportunity, and gender.

For Objective 2 it will capture data on the number and types of partners and initiatives that are supporting youth livelihood programming and the number of profitable IGAs. Tracking will also occur against targets. It will be disaggregated by district, partner type and initiative type.

For Objective 3, it will document success in completing relevant policy documents.

For Objective 4, it will document success in meeting specific, pre-established PEPFAR indicators.

For all objectives, outcome and output tracking includes three primary activities: establishing a baseline, monitoring progress, and determining outcomes. While some indicators lend themselves primarily to baseline and outcome data collection, others are more appropriate for quarterly, annual or program cycle updates. A detailed description of these activities as they relate to each indicator is presented in the Summary Performance Indicator Table (SPIT), located in SECTION B.

A. Indicators

Success in achieving the two project results is measured by tracking a number of well-defined indicators and sub-indicators. We will use USAID agency-wide FACT indicators for Economic Growth as the principle means of monitoring project outputs and outcomes.

For Objective 1, USAID FACT indicators for Economic Growth include:

- ◆ Number of persons participating in USG-funded workforce development programs
- ◆ Number of persons completing USG-funded workforce development programs
- ◆ Number of people gaining employment or more remunerative employment as a result of participation in USG-funded workforce development programs (male/female)
- ◆ Number of people transitioning to further education and training as a result of participation in USG-funded workforce development programs (male/female)
- ◆ Percentage of program graduates who transition to employment, entrepreneurship or further education.

To these we have added other IDEJEN-specific indicators:

- ◆ Number and percentage of youth who **pass** the IDEJEN final non formal basic education exam
- ◆ Number and percentage of youth who **pass** a certification exam administered by the INFP

Although the USAID FACT Indicators present a useful basis of comparison across USAID-funded projects, some customization is necessary to make these indicators more meaningful for the IDEJEN project in particular. We propose the following we will fine tune define the indicators, as described below:

FACT Indicator Wording	Proposed IDEJEN Project Wording
Number of persons participating in USG-funded workforce development programs	OP 1.1: Number of students enrolled in the IDEJEN program
Number of persons completing USG-funded workforce development programs	OC 1.2: Number/percentage of persons completing the IDEJEN 12-month employability phase
Number of people gaining employment or more remunerative employment as a result of participation in USG-funded workforce development programs (male/female)	OC 1.3: Number/percentage of youth who have had at least one income generating opportunity during accompaniment phase OC 1.3.1: Number/percentage of small enterprises initiated during accompaniment phase OC 1.3.2: Number/percentage of small enterprises enhanced during accompaniment phase OC 1.3.3: Number of youth employed through internships with program partners during accompaniment phase OC 1.3.4: Number of youth employed through internships or other employment with program partners' IGAs during accompaniment phase OC 1.3.5: Number/percentage of youth who generate income (or increased income) from non-partner employment (small-scale work opportunities)
Number of people transitioning to further education and training as a result of participation in USG-funded workforce development programs (male/female)	OC 1.14: Number/percentage of youth enrolled for the next formal school cycle as part of accompaniment phase OC 1.15: Number/percentage of youth enrolled for the next technical school cycle as part of the accompaniment phase

To measure progress in achieving Objective 2, we propose to use the following USAID FACT indicator for Economic Growth.

- ◆ Number of workforce development initiatives created through USG assisted public-private partnerships

To make this indicator more meaningful for the IDEJEN project, we propose to make the following adjustment to this indicator:

FACT Indicator Wording	Proposed IDEJEN Project Wording
Number of workforce development initiatives created through USG assisted public-private partnerships	OC 2.1: Number of workforce development initiatives created through USG assisted public-private partnerships 2.1.1: Number and type of initiatives and partners supporting vocational-technical training 2.1.2: Number and type of initiatives and partners supporting youth micro-enterprise 2.1.3: Number and type of initiatives and partners supporting youth internships or other employment 2.1.4: Number and type of initiatives and partners supporting continued formal or non-formal education

In addition, we will also track the following (non-FACT) indicator for Objective 2:

- ◆ Number/percentage of CBOs generating a profit from an IGA

For Objective 3, there are no USAID-FACT indicators. Therefore, will track the following non-FACT indicators:

- ♦ Existence of a Non Formal Basic Education Policy Document
- ♦ Existence of a National Youth Policy Document

The following USAID-FACT indicators will be used to monitor Objective 4:

- ♦ Number of **individuals** reached through **community outreach** that promotes HIV/AIDS prevention through abstinence and/or being faithful (disaggregated by age/sex)
- ♦ Number of **individuals** reached through **community outreach** that promotes HIV/AIDS prevention through abstinence (disaggregated by age/sex)
- ♦ Number of **individuals trained** to promote HIV/AIDS prevention programs through abstinence and/or being faithful (disaggregated by age/sex)
- ♦ Number of **individuals** reached through **community outreach** that promotes HIV/AIDS prevention through **other behavior change beyond abstinence and/or being faithful** (disaggregated by age/sex)
- ♦ Number of **individuals trained** to promote HIV/ AIDS prevention through other **behavior change beyond abstinence and/or being faithful** (disaggregated by age/sex)
- ♦ Number of **sensitization & educational materials** distributed (disaggregated by type of material and by **AB/OP** category)
- ♦ Number of **community groups** trained in HIV/AIDS prevention (disaggregated by type of group)
- ♦ Number of **community meetings** organized (disaggregated by type of group and purpose of meeting)
- ♦ Number of **community outreach events** held by **trained community groups** (disaggregated by type of event and type of group)

It should be noted that in addition to the indicators proposed here for USAID reporting purposes, EDC has also developed a more comprehensive set of indicators that we will track internally. A full listing of these indicators is contained Section E (Indicator Maps). A listing of how we propose to define specific terms for each indicator is listed in Section D (PIRS).

B. Data Collection Methodologies

Data Collection: Quantitative monitoring strategies are integrated into on-going project activities from the beginning. All IDEJEN grant and technical assistance recipients are expected to adhere to, and report on as appropriate, progress indicators. At the beginning of its relationship with the IDEJEN

Extension, each grantee and TA recipient receives from IDEJEN a detailed description of, and training regarding, its responsibilities under the progress monitoring system.

Because much of IDEJEN's delivery system functions through Youth Training and Youth Career centers, each center is expected, on a monthly basis, to collect participant and program level data relevant for its activities. On a monthly basis, Field Agents meet with Center staff to review data collection practices and forms. Field Agents collect quarterly summary data for each center and feed this up to the IDEJEN central m&e office for inclusion in quarterly reporting. This information will be collected using the Center Quarterly Reporting Tool. This Excel tool will be used to compile information drawn from a variety of center-based monitoring tools.

A variety of instruments were developed or adapted during the IDEJEN pilot phase. These tools are developed to collect data from four sources:

- **Centers Managers**
- **Centers Monitors**
- **Centers youth participants**
- **Career development centers managers**

During the expansion, the M&E team has reviewed all existing data collection tools, compared these to the emerging needs of the expanded system, and adapted/design new tools as necessary.

Two types of data are collected: The field agents are responsible to collect data on the training (non formal basic education and technical fields) and the Career development centers on the accompaniment phase.

Because much of IDEJEN's delivery system functions through youth training and Youth career Centers, each center is expected, on a monthly basis, to collect participant and program level data relevant for its activities. On a quarterly basis, Field Agents and managers of career centers meet with Center staff to review data collection practices and forms. Field agents and managers of career centers will collect quarterly summary data for each center and feed this up to the IDEJEN central M&E office for inclusion in quarterly report. For upwards reporting, there will be one reporting spreadsheet for each cohort of youth at a center. Within that spreadsheet, there will be one worksheet per quarter. Each quarter, the center will fill out the relevant quarter's worksheet for each cohort that it is reporting on. For example, if a center has two cohorts, one in the employability phase and one in the accompaniment phase, it might fill out the 1st quarter worksheet on the first cohort's spreadsheet and the 5th quarter worksheet on the second cohort's spreadsheet. The IDEJEN M&E manager supervises the process on a monthly basis to ensure that field staff and IDEJEN subgrantees use the data management and the collection tools. In order to reinforce and to ensure the quality of data, each field office and each career center is well equipped and trained to use computerized information system using access for data entry.

In the case of IDEJEN GoH capacity building activities, IDEJEN has developed specific monitoring tools that capture results related to training, materials development, linkage development and policy formulation. IDEJEN central monitoring staff works with relevant GoH embedded IDEJEN staff and consultants to collect GoH level data on a quarterly basis.

C. Timelines

Data will be collected by centers on an ongoing basis, as relevant for the particular indicators in question. For example, participant attendance data will be collected daily, and summarized weekly and monthly; participant performance data will be collected both on an ongoing basis for student progress monitoring, and also at end of term. Youth center level data regarding center organization and capacity will be collected on a weekly and monthly basis. However, not all participant and center-level monitoring data will be reported to USAID. Data that addresses USAID indicators will be aggregated at the center, regional and national levels and shared with USAID on a quarterly basis.

D. Responsible Parties

The proposed M&E staffing structure includes a central staff and field staff. The central team is responsible for developing and/or finalizing the m&e system, indicators, targets, database and reporting system and is described in further detail under Data Management, Analysis and Reporting.

The Field Team is composed of a number of IDEJEN Field Agents responsible for monitoring center level activities and for collecting data from participating CBOs. Each Field Agent is on average responsible for 4-5 CBOs. They are trained by IDEJEN in monitoring and supervision. They collect data on a quarterly basis with different tools used by the Community Based Organizations, the Educators and the youth themselves. They are supported by regular field visits done by the IDEJEN coordination team.

Each quarter, the reporting spreadsheets from all of the centers will be imported into a central database at the IDEJEN central office. This database will in turn be used to generate quarterly and annual reports for USAID.

4. EVALUATION

A. Description

Ongoing outcome and output tracking will yield much useful information regarding IDEJEN progress toward meeting project results. In addition, it is possible to identify a range of additional data gaps that, if addressed, can provide useful information not only for the project but for the wider community, about specific areas of program implementation; to illuminate factors contributing to project impacts; explore policy implications; or to investigate areas for new interventions. While the project does not have the resources to address a broad range of these gaps, EDC has identified two that can be accommodated within our existing resources. These include:

- 1) A cost analysis of the IDEJEN model: First costs will be categorized into one-time program development costs and ongoing project implementation costs. For the ongoing project implementation costs component of the study, EDC will tease out those elements of the IDEJEN

program to date that, in our judgement, have proven to be the most effective. Then, using actual unit costs for each cost element, we will produce a number of cost scenarios based on desired scale (number of participants and centers) and implementation modality (through NGOs only; through gov't and NGOs; through gov't only).

- 2) A longitudinal youth tracking survey that follows a consistent set of graduates from IDEJEN's pilot phase, as well as a non-IDEJEN comparison group, to determine if and how youths' participation in IDEJEN has affected their personal, livelihood and training choices after leaving the program.

Data for these special evaluative studies will come both from our ongoing monitoring activities and from targeted applied research activities. Each special study, and the data collection and analysis strategies proposed for it, are described in a separate Research Design Document.

B. Timelines

The cost study will be initiated during IDEJEN's final year of implementation, so that we will be better able to identify successful and replication worthy program elements. The Research Design Document for this study will be submitted to USAID at least 2 months prior to the intended initiation of the study.

The longitudinal study is already underway, having been initiated through separate funding from the EQUIP 3 Leader Award. Two data collection periods have already taken place (March 2007 and February 2008), with a third Leader Award funded collection scheduled for August 2008. We propose to continue data collection, with the same group of youth but using IDEJEN funds, in March of 2009 and 2010.

C. Responsible Parties

The Cost Analysis will be performed by a team composed of IDEJEN senior staff as well as a specialist in financial analysis. The longitudinal study is being led by a seasoned researcher, Mr. John Comings; data is being collected by researcher Erin Barton. Annexes for both specialists are available upon request.

5. DATA MANAGEMENT AND ANALYSIS

A. Methodologies and Timelines

Data Analysis: All data will be housed in the IDEJEN results database. The database will be designed specifically to house, and produce reports using, project data. When field data arrives at the central office, data entry and cleaning staff conduct quality control and upload the data into the central system. Then, a data analysis team composed of the M&E Manager, the M&E Specialist, the COP,

and the International Advisor will review progress and present an analytical summary of results as part of IDEJEN's regular reporting.

Evaluation of youth performance in non formal basic education and technical training is carried out two times during the training process: at the end of the first six (6) months and at the end of the training process (12 months). This evaluation is made by MENFP and IDEJEN central office technicians, and the technical training is made by INFP technicians at the end of twelve months.

B. Responsible Parties

The proposed M&E staffing structure includes a central staff and field staff. The central team is responsible for developing and/or finalizing the m&e system, indicators, targets, database and reporting system. It is responsible for supplying regular data reports to senior IDEJEN staff. It is also responsible for assuring the quality and reliability of field data and for training Field Agents and CBO recipients. The central team is composed of 1 part-time M&E specialist (consultant), 1 full-time local M&E manager, one full-time M&E assistant and 1 data entry clerk. The central team is supported by the COP and the International Technical Advisor who lend programmatic and technical guidance to the team. In addition to the central team, an International Data Base Development Specialist will work with M&E staff to finalize tools and to create a data base for the project. Project M&E staff will work closely with project technical staff and partners to create manageable data collection instruments and processes.

Data Management and Analysis Summary Table

Activities	Staff Responsible	Periodicity
Training Activities on non formal basic education and technical training (enrollment, attendance, drop out, behavior changes, etc.)	Field Agents	Monthly and quarterly basis
Accompaniment activities for graduated youth	Career Development Center Managers	Monthly and quarterly basis
GoH supported activities	Youth Program Coordinator	Quarterly basis
Receipt of the activities reports for training and review	Youth Program Coordinator	Monthly basis
Receipt of the activities reports for accompaniment and review	Livelihood specialist	Monthly basis
Data entry for training and accompaniment	M&E assistant	Monthly and quarterly basis
Mid-term evaluation of youth performance on non formal basic education	MENFP and IDEJEN technicians team	After six months
Final evaluation of youth performance on non formal basic education	MENFP and IDEJEN technicians team	After 12 months (end of training period)
Final evaluation of youth performance on technical training	INFP team	After 12 months (end of training period)

Activities	Staff Responsible	Periodicity
Analysis of the data	M&E Manager	Monthly and quarterly basis
Updating data	M&E Manager	Monthly and quarterly basis
Classify Data	M&E Manager	Monthly and quarterly basis
Report	M&E Officer	Quarterly and annual basis

6. REPORTING

A. Methodologies and Timelines

Relevant data will be shared with USAID on a quarterly basis, as part of IDEJEN’s quarterly reporting requirement. In the final quarterly report of each project year, IDEJEN will include a summary of progress achieved for the year. Also on an annual basis, IDEJEN will share progress results with all project stakeholders, both in the form of a progress report and in the form of annual results sharing meetings.

EDC is well aware that IDEJEN is part of a larger USAID and donor strategy to improve economic growth and social development in Haiti. For this reason, IDEJEN will meet with the lead implementing agency for each partner project that is directly linked with IDEJEN to share project monitoring strategies and identify mutually relevant indicators, as well as data collection and sharing plans. These meeting will result in a Data Sharing and Coordination Strategy that IDEJEN will submit to USAID within 90 days of approval of the Performance Monitoring Plan.

B. Responsible Parties

Quarterly and annual reports to USAID as well as other project stakeholders will be developed by a team including the Chief of Party, the International Technical Advisor, and the home office Project Director. The team will liaise with field agents and m&e staff as necessary.

7. INFORMATION FEEDBACK

A. Methodologies

Information is used to monitor the process and the results. It allows us to evaluate the progress made toward each activity set out in the annual work plan. It is also used to review the delay, problems, constrains and to identify solutions. Because project data collection, reporting and analysis happens both from the head project office level down to the CBOs and centers, and from the head project office up to USAID and back, information feedback happens at both levels.

Between the head project office (Port au Prince) and the centers: on a weekly, monthly and quarterly basis, centers provide the head office with information, either directly (as part of their accounting) or through the field agents (as part of agents' regular visits). A monthly meeting is organized by field agents with the training centers managers and the monitors to address issues and to propose solutions. Regarding Career Development Centers, there is possibility to review strategies and to identify new techniques to ensure the success of the activities.

Table: Information Use & Feedback

Activity	Timing	Staff responsibilities
Monthly Meetings with CBOs managers and monitors	Every month	Field Agents
Bi monthly Meeting with the field agents and Career Development centers managers	Every two months.	COP - Youth program coordinator and livelihood specialist
Annual retreat with CBOs and other private and public partners for dissemination of project results	Yearly basis	Project Director - COP

Between the head project office and USAID: at this level, regular feedback is based on quarterly or annual reports. Also, if findings at the lower level warrant immediate communication between the project office and USAID—or if USAID has an immediate concern about any findings—communication occurs on an as-needed basis.

B. Timelines

As described above, feedback occurs both through regularly scheduled communication opportunities (weekly, monthly, quarterly at the field level and quarterly at the higher level), and on an ongoing basis, as needed.

C. Responsible Parties

At the field level, feedback occurs between head office staff and field agents, who communicate to centers, or directly between head office staff and centers. At the head office level, feedback occurs between the COP and International Technical Advisor, USAID and the Project Director.

B. SUMMARY PERFORMANCE INDICATOR TABLE (SPIT)

Note: The break down per year, between 2008, 2009 and 2010, does not always take into account the youth cohorts who graduated in 2006 and 2007. Some of these youth may already have finished their involvement with the program, some others could be in accompaniment but not in training. This explains discrepancies between total target and breakdowns per year.

USG Foreign Assistance Framework Indicators for Program Re-Direction:

	Indicator	Baseline Activities	Monitoring Activities	Outcome Assessment Activities	Out-come Target	Notes	2008	2009	2010
1.1	Number of persons participating in USG-funded workforce development programs (male/female)	At beginning of Employability Training Phase: 1. Youth Training Center Staff administer an intake basic education and technical skills assessment for each applicant 2. Youth Training Center Staff complete program enrollment profile for each applicant	During Employability Training Phase: 1. Youth Training Center Staff collect youth program monthly attendance 2. Youth Training Center Staff report attendance quarterly to IDEJEN	At end of Employability Training Phase: 1. Youth Training Center Staff administer an end-of course basic education assessment 2. INFP Staff administer end of course level 1 technical skills assessment 3. Youth Training Center Staff compare youth enrollment roster from month one with that of month 12.	13,050	This total represents the targeted total number of youth participating in the basic employability training from the project's inception, September 2003. Breakdown per year assumes that some youth will overlap from one year to another and takes into consideration the total enrollment in a given year.	6150	6850	6250
1.2	Number of persons completing USG-funded workforce development programs (male/female)	At beginning of Employability Training Phase: 1. Youth Training Center Staff complete program enrollment profile for each applicant	During Employability Training Phase: 1. Youth Training Center Staff collect youth program monthly attendance 2. Youth Training Center Staff report attendance quarterly to IDEJEN	At end of Employability Training Phase: 1. Youth Training Center Staff administer an end-of course basic education assessment 2. INFP Staff administer end of course level 1 technical skills assessment 3. Youth Training Center Staff compare youth enrollment roster from month one with that of month 12.	80% of participating youth: around 9,920 youth	Calculations are made based on a completion rate of 80% at the end of the basic employability training	3840	3400	2680
1.3	Number of people gaining employment or more remunerative employment as a result of participating in USG-funded workforce development programs (male/female)	At beginning of the accompaniment phase: 1. Youth Career Center Staff complete program enrollment profile for each youth enrolled in accompaniment phase. Profile includes a job placement log with the initial employer's name, start date, position, and salary rate; OR profile includes tracking of progress made by self-employed youth/start-up microenterprises	During Accompaniment Phase: 1. On a quarterly basis Youth Career Center Staff update the youth's profile	At the end of the accompaniment phase: 1. Youth Career Center Staff interview youth and employer to determine current employment status vis a vis the placement log. OR 2. Assess incomes generated by self-employment.	1460	This includes employment in someone else's organization/firm, as well as self-employment/micro-entrepreneurs. As indicated by USAID's Technical Review Panel, these data greatly depend on the potential economic growth of Haiti. This estimate comes from the results of a brief study of existing programs. Selected % for IDEJEN: 35% of the youth pursuing the employment track.	538	476	375

	Indicator	Baseline Activities	Monitoring Activities	Outcome Assessment Activities	Out-come Target	Notes	2008	2009	2010
1.4	Number of people transitioning to further education and training as a result of participation of USG-funded workforce development programs (male/female)	At beginning of the accompaniment phase: 1. Youth Training Center Staff complete program enrollment profile for each youth enrolled in accompaniment phase. Profile includes the name of the educational institution in which the student is enrolled, start date, grade, and expected graduation date.	During Accompaniment Phase: 1. On a quarterly basis Youth Training Center Staff update the youth's profile stating whether the youth continues to attend and/or be enrolled in the educational institution, or if there have been changes, and which changes.	At the end of the accompaniment phase: 1. Youth Training Center Staff interview youth and educational institution to determine current status vis a vis the school enrollment profile.	3968	This is based on the assumption that around 50% of the youth entering the accompaniment phase will opt for the education track. More or less youth may decide to follow the education or employment track.	1536	1360	1072
1.5	Number of workforce development initiatives created through USG assisted public-private partnerships	At the beginning of the IDEJEN extension period: 1. IDEJEN completes an inventory of all potential public-private workforce development partners.	During the IDEJEN extension period: 1. IDEJEN records, on a quarterly basis, all new public-private workforce development partnerships created. 2. IDEJEN executes and keeps on file Memoranda of Understanding with each public-private workforce development partner.	At the end of the IDEJEN extension period: 1. IDEJEN reviews partnership records and reports on total number of partnerships developed during the period.	At least 25 partnerships are created with business entrepreneurs over the implementation period	(including a target of at least 1 partnership with local entrepreneurs for each YCC)	10	10	5

EGE Performance Management Plan Indicators:

	Indicator	Baseline Activities	Monitoring Activities	Outcome Assessment Activities	Outcome Target	Notes	2008	2009	2010
1.6	Percent of program graduates who transition to further education	<p>At start of accompaniment phase:</p> <ol style="list-style-type: none"> Youth Training Center Staff complete program enrollment profile for each youth enrolled in accompaniment phase. Profile includes the name of the educational institution in which the student is enrolled, start date, grade, and expected graduation date. 	n/a	n/a	40%	Calculations assume that 80% of the IDEJEN graduates will decide to pursue the accompaniment phase, out of which 50% will opt for the education track.	40%	40%	40%
1.7	Percent of participating youth who successfully complete a non formal basic education (workforce readiness) program	<p>At beginning of Employability Training Phase:</p> <ol style="list-style-type: none"> Youth Training Center Staff administer an intake basic education and technical skills assessment for each applicant Youth Training Center Staff complete program enrollment profile for each applicant 	<p>During Employability Training Phase:</p> <ol style="list-style-type: none"> Youth Training Center Staff collect youth program monthly attendance Youth Training Center Staff report attendance quarterly to IDEJEN 	<p>At end of Employability Training Phase:</p> <ol style="list-style-type: none"> Youth Training Center Staff administer an end-of course basic education assessment Youth Training Center Staff compare youth enrollment roster from month one with that of month 12. 	75%		75%	75%	75%
1.8	Completion rate of youth participating in vocational/ technical training programs (Employability Training Phase: skills training component)	<p>At beginning of Employability Training Phase:</p> <ol style="list-style-type: none"> Youth Training Center Staff administer an intake basic education and technical skills assessment for each applicant Youth Training Center Staff complete program enrollment profile for each applicant 	<p>During Employability Training Phase:</p> <ol style="list-style-type: none"> Youth Training Center Staff collect youth program monthly attendance Youth Training Center Staff report attendance quarterly to IDEJEN 	<p>At end of Employability Training Phase:</p> <ol style="list-style-type: none"> Youth Training Center Staff administer an end-of course basic education assessment INFP Staff administer end of course level 1 technical skills assessment Youth Training Center Staff compare youth enrollment roster from month one with that of month 12. 	75%		75%	75%	75%

	Indicator	Baseline Activities	Monitoring Activities	Outcome Assessment Activities	Outcome Target	Notes	2008	2009	2010
2.1	Number of CBOs implementing income-generating projects aimed at program sustainability	<p>At start of extension phase:</p> <p>1. Field agents visit existing IDEJEN CBO partners targeted for income-generating projects and complete status assessment of their income generating project</p> <p>Within 60 days of signing their contract, NEW CBO partners targeted for income-generating projects complete a participatory organizational assessment and create an OIP that includes development and implementation of an IGA.</p>	<p>On a semi-annual basis:</p> <p>1. CBOs complete OIP status report that includes the income generation project (IGP).</p> <p>2. Field Agents review OIP status report that includes the income generation project (IGP) and share their assessment with CBOs and IDEJEN central M&E staff</p>	<p>At extension mid and endpoints:</p> <p>1. CBOs complete an organizational capacity follow-up assessment that includes the income generating project.</p> <p>2. IDEJEN evaluators complete a CBO organizational follow-up assessment that includes the income generating project.</p>	16 CBOs	Not all CBOs have the capacity and means to implement successful income generating projects. IDEJEN will invest in the most promising ones to develop sustainable income generating projects. The other CBOs will receive technical assistance and training to diversify their sources of funding through other means.	8	8	

PEPFAR Indicators:

	Indicator	Baseline Activities	Monitoring Activities	Outcome Assessment Activities	Outcome Target	Notes	2008	2009	2010
4.1	Number of individuals reached through community outreach that promotes HIV/AIDS prevention through abstinence and/or being faithful (disaggregated by age/sex)	Baseline data for this indicator is –zero-	<p>On a quarterly basis:</p> <p>1. Youth peer educators share, with central office, attendance sheets for community HIV/AIDS awareness raising events</p>	<p>At extension midpoint and final stage:</p> <p>1. IDEJEN central staff compiles summary data by community, age and gender.</p>	10,000 youth between 15-24 years old	Success will depend on availability of training and information materials given to IDEJEN.	2650	4250	3100
4.2	Number of individuals reached through community outreach that promotes HIV/AIDS prevention through abstinence (disaggregated by age/sex)	Baseline data for this indicator is –zero-	<p>On a quarterly basis:</p> <p>1. Youth peer educators share, with central office, attendance sheets for community HIV/AIDS awareness raising meetings focused on abstinence messages</p>	<p>At extension midpoint and final stage:</p> <p>1. IDEJEN central staff compiles summary data by community, age and gender.</p>	10,000 youth between 15-24 years old	Success will depend on availability of training and information materials given to IDEJEN.	2650	4250	3100

	Indicator	Baseline Activities	Monitoring Activities	Outcome Assessment Activities	Outcome Target	Notes	2008	2009	2010
4.3	Number of individuals trained to promote HIV/AIDS prevention programs through abstinence and/or being faithful (disaggregated by age/sex)	Baseline data for this indicator is –zero-	On a quarterly basis: 1. IDEJEN HIV/AIDS trainers share, with central office, attendance sheets for IDEJEN youth peer educators' training 2. IDEJEN keeps track of educators and adult mentors training attendance sheets	At extension midpoint and final stage: IDEJEN central staff compiles summary data by community, age and gender.	368		184	184	
4.4	Number of individuals reached through community outreach that promotes HIV/AIDS prevention through other behavior change beyond abstinence and/or being faithful (disaggregated by age/sex)	Baseline data for this indicator is –zero-	On a quarterly basis: IDEJEN HIV/AIDS trainers share, with central office, attendance sheets for community HIV/AIDS awareness raising meetings focusing beyond abstinence and/or being faithful messages	At extension midpoint and final stage: IDEJEN central staff compiles summary data by community, age and gender.	10,000 youth between 15-24 years old	Success will depend on availability of training and information materials given to IDEJEN.	2650	4250	3100
4.5	Number of individuals trained to promote HIV/AIDS prevention through other behavior change beyond abstinence and/or being faithful (disaggregated by age/sex)	Baseline data for this indicator is –zero-	On a quarterly basis: 1. IDEJEN HIV/AIDS trainers share, with central office, attendance sheets for IDEJEN youth peer educators' training 2. IDEJEN keeps track of educators and adult mentors training attendance sheets	At extension midpoint and final stage: IDEJEN central staff compiles summary data by community, age and gender.	368		184	184	

4.6	Number of sensitization & educational materials distributed (disaggregated by type of material and by AB/OP category)	Baseline data for this indicator is –zero-	On a quarterly basis: 1. IDEJEN central staff lists the type, number and recipient of educational materials.	At extension midpoint and final stage: IDEJEN central staff compiles summary data	10,000	Number depends on amount of materials that will be given to EDC to distribute. EDC will not create nor publish the materials.	2650	4250	3100
4.7	Number of community groups trained in HIV/AIDS prevention (disaggregated by type of group)	Baseline data for this indicator is –zero-	On a quarterly basis: 1. IDEJEN keeps track of educators and adult mentors training attendance sheets	At extension midpoint and final stage: IDEJEN central staff compiles summary data by community, age and gender.	168	EDC assumes that the indicator refers to the number of adults trained (educators and adults mentors for youth peer educators)	84	84	
4.8	Number of community meetings organized (disaggregated by type of group and purpose of meeting)	Baseline data for this indicator is –zero-	On quarterly basis: 10 CBOs receiving PEPFAR funding report to IDEJEN on the number of meetings held and keep track of attendance	At extension midpoint and final stage: IDEJEN central staff compiles summary data by community, type of group and purpose	200		50	100	50
4.9	Number of community outreach events held by trained community groups (disaggregated by type of event and type of group)	Baseline data for this indicator is –zero-	On quarterly basis: 10 CBOs receiving PEPFAR funding report to IDEJEN on the number and nature of events held	At extension midpoint and final stage: IDEJEN central staff compiles summary data by community and type of event	40		5	20	15

C. TASK SCHEDULE

IDEJEN will reinforce the M&E unit at the field level and also at the central level by the end of July 08. All the tools for data collection will be finalized and in use by field offices by the end of June 2008. International consultants have been hired to support the implementation of a data base system for field and central offices. The system will be functional by the end of July 2008.

D. PERFORMANCE INDICATOR REFERENCE SHEETS (PIRS)

ELEMENT:	Economic Growth – 4.6.3 Workforce Development (IDEJEN Indicator 1.1) F Indicator		
INDICATOR TITLE:	Number of persons participating in USG-funded workforce development programs		
DEFINITION:	<p>a) USG-funded workforce development program = IDEJEN 12-month program (NFBE and Technical training)</p> <p>b) this indicator is intended as a SNAPSHOT count, taken at a set date on a quarterly and annual basis.</p> <p>c) participating = enrolled A student is considered enrolled if they have no more than 5 consecutive days of unexcused absence.</p>		
RATIONALE:	It is assumed that increased access to quality programs will result in a more skilled, adaptable workforce.		
UNIT:	Number of persons enrolled in the program at the end of each quarter and fiscal year.	DISAGGREGATE BY:	Sex, Age Location: urban/urban hotspots/rural; CEF/CBO No prior schooling/some prior schooling
TYPE:	x	Output	Outcome DIRECTION OF CHANGE: Higher = better
DATA SOURCE:	center records		
MEASUREMENT NOTES:	Age categories for disaggregation are 14-25, 25+; A student is considered enrolled if they have no more than 5 consecutive days of unexcused absence. (A student is considered a drop out if they have 5 days or more of unexcused absence.)		
PLAN FOR DATA ACQUISITION			
Data collection method:	Quarterly Center Monitoring Tool		
Method of data acquisition:	Centers complete form; Field Agents spot check		
Frequency and timing of data acquisition:	Quarterly, at the end of the second week of the last month of the quarter		
Estimated Cost of Data Acquisition:			
Individual responsible:	Center director, field agents, IDEJEN M&E team		
Individual responsible for providing data to USAID:	M&E team provides quarterly summary report to EDC		
Location of Data Storage:	IDEJEN office keeps QUARTERLY FIELD AGENT MONITORING TOOL		
DATA QUALITY ISSUES			
Date of Initial Data Quality Assessment:			
Known Data Limitations and Significance (if any):			
Actions Taken or Planned to Address Data Limitations:			
Date of Future Data Quality Assessments:			
Procedures for Future Data Quality Assessments:			
PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING			
Data Analysis:			
Presentation of Data:			
Review of Data:			
Reporting of Data:			
OTHER NOTES			
Notes on Baselines/Targets:			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2008	6150		This total represents the targeted total number of youth participating in the basic employability training from the project's inception, September 2003. Breakdown per year assumes that some youth will overlap from one year to another and takes into consideration the total enrollment in a given year.
2009	6850		
2010	6250		
THIS SHEET LAST UPDATED ON:			

ELEMENT:	Economic Growth – 4.6.3 Workforce Development (IDEJEN Indicator 1.2) F Indicator		
INDICATOR TITLE:	Number of persons completing USG-funded workforce development programs		
DEFINITION:	a) completing means those who remain enrolled at the end of the full 12-month program (NFBE and Technical training)		
RATIONALE:	This indicator measures the numbers of individuals who have increased workforce skills by completing training in USG-funded workforce development programs.		
UNIT:	Number of persons	DISAGGREGATE BY:	Sex, Age Location: urban/urban hotspots/rural; CEF/CBO Non-schooled/some schooled
TYPE:	<input type="checkbox"/> Output	<input checked="" type="checkbox"/> Outcome	DIRECTION OF CHANGE: Higher = better
DATA SOURCE:	center records		
MEASUREMENT NOTES:	Age categories for disaggregation are: 14-25, 25+: Completion rate = Count the number of students enrolled as of the last week of the 12-month program. A student is considered enrolled if they have no more than 5 consecutive days of unexcused absence. (A student is considered a drop out if they have 5 days or more of unexcused absence.); Field Agents collect the info for each center completing the 12-month program during a given quarter. If a center is still holding the 12-month program in that quarter the number of students completing the program will be counted as zero.		
PLAN FOR DATA ACQUISITION			
Data collection method:	Quarterly Center Monitoring Tool		
Method of data acquisition:	Centers complete form; Field Agents spot check		
Frequency and timing of data acquisition:	Quarterly, as of the end of the second week of the last month of the quarter.		
Estimated Cost of Data Acquisition:			
Individual responsible:	Center director, field agent, IDEJEN m&e team,		
Individual responsible for providing data to USAID:	M&e team provides quarterly summary report to EDC		
Location of Data Storage:	Quarterly monitoring forms at center; quarterly enrollment tally at IDEJEN		
DATA QUALITY ISSUES			
Date of Initial Data Quality Assessment:			
Known Data Limitations and Significance (if any):			
Actions Taken or Planned to Address Data Limitations:			
Date of Future Data Quality Assessments:			
Procedures for Future Data Quality Assessments:			
PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING			
Data Analysis:			
Presentation of Data:			
Review of Data:			
Reporting of Data:			
OTHER NOTES			
Notes on Baselines/Targets:			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2006			
2007			
2008	3840		
2009	3400		
2010	2680		
THIS SHEET LAST UPDATED ON:			

ELEMENT:	Economic Growth – 4.6.3 Workforce Development (IDEJEN indicator 1.3) F Indicator		
INDICATOR TITLE:	Number of people gaining employment or more remunerative employment as a result of participation in USG-funded workforce development programs (male/female)		
DEFINITION:	<p>a) Employment = self-employment, internship, CBO-run IGA, or job.</p> <p>b) # employed = # youth who have had at least 1 income generating opportunity during accompaniment phase</p> <p>c) As a result of participation = within six months of participation</p> <p>d) Better = Better employment is based on the participant's perception of whether the employment is better. (It could be better because it is closer to home, has better pay, a better schedule, etc...)</p>		
RATIONALE:	Increased employment and the improvement of employment quality (e.g., income, stability, working conditions) are the primary goals of the Workforce Development Program Element. This indicator is critical for identifying the contribution of improved workforce development to employment and economic growth.		
UNIT:	Number of people	DISAGGREGATE BY:	Sex, Age, New vs. improved employment Location: urban/urban hotspots/rural; Non-schooled/some schooled CEF/CBO Employment type: Job/self-employed/internship/IGA
TYPE:	<input type="checkbox"/> Output	<input checked="" type="checkbox"/> Outcome	DIRECTION OF CHANGE: Higher = better
DATA SOURCE:	center records		
MEASUREMENT NOTES:	Disaggregation categories for age are 14-25, 25+		
PLAN FOR DATA ACQUISITION			
Data collection method:	Quarterly Center Monitoring Tool		
Method of data acquisition:	Centers complete form; Field Agents spot check		
Frequency and timing of data acquisition:	Quarterly, at the end of the second week of the last month of the quarter		
Estimated Cost of Data Acquisition:			
Individual responsible:	Center director, field agents, IDEJEN M&E team		
Individual responsible for providing data to USAID:	M&e team provides quarterly summary report to EDC		
Location of Data Storage:	IDEJEN office keeps QUARTERLY FIELD AGENT MONITORING TOOL		
DATA QUALITY ISSUES			
Date of Initial Data Quality Assessment:			
Known Data Limitations and Significance (if any):			
Actions Taken or Planned to Address Data Limitations:			
Date of Future Data Quality Assessments:			
Procedures for Future Data Quality Assessments:			
PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING			
Data Analysis:			
Presentation of Data:			
Review of Data:			
Reporting of Data:			
OTHER NOTES			
Notes on Baselines/Targets:			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2006			
2007			
2008	538		
2009	476		
2010	375		
THIS SHEET LAST UPDATED ON:			

ELEMENT:	Economic Growth – 4.6.3 Workforce Development (IDEJEN indicator 1.4) F Indicator		
INDICATOR TITLE:	Number of people transitioning to further education and training as a result of participation in USG-funded workforce development programs (male/female)		
DEFINITION:	<p>a) As a result of participation = Within six months of participation</p> <p>b) People = IDEJEN participants who completed the 12-month NFBE and Technical Training program</p> <p>c) Further education and training = IDEJEN 6 month accompaniment phase</p> <p>d) Program graduates = Participants who completed the 12 month program and/or passed the NFBE and the INFP final exam</p> <p>e) employment, entrepreneurship, further education = 6 month IDEJEN accompaniment phase</p>		
RATIONALE:	The impact goal for workforce development is employment; however, often it is more appropriate for participants to transition to a more advanced technical or academic program of study before entering the labor market. This indicator captures these successful transitions form workforce development programs.		
UNIT:	Number of people	DISAGGREGATE BY:	Sex, Age Location: urban/urban hotspots/rural; Non-schooled/some schooled CEF/CBO Accompaniment track: education/income generation/both education and income generation
TYPE:	x	Output	Outcome DIRECTION OF CHANGE: Higher = better
DATA SOURCE:	Implementing partner follow up with participants		
MEASUREMENT NOTES:	Disaggregation categories for age are 14-25, 25+		
PLAN FOR DATA ACQUISITION			
Data collection method:	Quarterly Center Monitoring Tool		
Method of data acquisition:	Centers complete form; Field Agents spot check		
Frequency and timing of data acquisition:	Quarterly, at the end of the second week of the last month of the quarter		
Estimated Cost of Data Acquisition:			
Individual responsible :	CBO staff, field agent, IDEJEN M&E team		
Individual responsible for providing data to USAID:	M&e team provides quarterly summary report to EDC		
Location of Data Storage:	IDEJEN office keeps QUARTERLY FIELD AGENT MONITORING TOOL		
DATA QUALITY ISSUES			
Date of Initial Data Quality Assessment:			
Known Data Limitations and Significance (if any):			
Actions Taken or Planned to Address Data Limitations:			
Date of Future Data Quality Assessments:			
Procedures for Future Data Quality Assessments:			
PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING			
Data Analysis:			
Presentation of Data:			
Review of Data:			
Reporting of Data:			
OTHER NOTES			
Notes on Baselines/Targets:			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2006			
2007			
2008	1536		
2009	1360		
2010	1072		
THIS SHEET LAST UPDATED ON:			

ELEMENT:	Economic Growth – 4.6.3 Workforce Development (IDEJEN Indicator 1.5) F Indicator				
INDICATOR TITLE:	Number of workforce development initiatives created through USG assisted public-private partnerships .				
DEFINITION:	<p>a) Workforce Development Initiatives = work-learning initiatives created by centers and/or by other stakeholders or project partners that target individuals or facilitate improved workforce opportunities for populations. Initiatives include short, medium or long-term activity that results in potential or actual new opportunities for youth (for example: internships, short-term trainings, mentorships, seminars, roundtables, job fairs).</p> <p>b) Public-private = partnership between private sector organization and IDEJEN or between a public sector organization and IDEJEN.</p>				
RATIONALE:	Effective workforce development is directly dependent on the ability of multiple stakeholders to coordinate and collaborate on labor market supply and demand issues. This indicator monitors progress in the development of these partnerships and their ability to produce results.				
UNIT:	Number of separate initiatives with each partner	DISAGGREGATE BY:	Location: urban/urban hotspots/rural; CEF/CBO Initiative type (include duration): internship/training/mentorship/seminar/roundtable/job fair/short-term job/other		
TYPE:	x	Output	Outcome	DIRECTION OF CHANGE:	Higher = better
DATA SOURCE:	Implementing partners and mission				
MEASUREMENT NOTES:	Where initiatives targeting individuals are included, the number of initiatives should be counted, not the number of participants; Include the duration of the initiative also				
PLAN FOR DATA ACQUISITION					
Data collection method:	IDEJEN records and QUARTERLY FIELD AGENT MONITORING TOOL				
Method of data acquisition:	Field agent collects data from CBOs on NEW local initiatives each quarter, and IDEJEN Int'l Tech Advisor provides info on Project-Level initiatives				
Frequency and timing of data acquisition:	Quarterly at the end of the second week of the last month in the quarter				
Estimated Cost of Data Acquisition:					
Individual responsible :	CBO staff, field agent, IDEJEN M&E team , COP, Int'l technical advisor				
Individual responsible for providing data to USAID:	M&E team provides quarterly summary report to EDC				
Location of Data Storage:	IDEJEN office				
DATA QUALITY ISSUES					
Date of Initial Data Quality Assessment:					
Known Data Limitations and Significance (if any):					
Actions Taken or Planned to Address Data Limitations:					
Date of Future Data Quality Assessments:					
Procedures for Future Data Quality Assessments:					
PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING					
Data Analysis:					
Presentation of Data:					
Review of Data:					
Reporting of Data:					
OTHER NOTES					
Notes on Baselines/Targets:					
PERFORMANCE INDICATOR VALUES					
Year	Target	Actual	Notes		
2006					
2007					
2008	10				
2009	10				
2010	5				
THIS SHEET LAST UPDATED ON:					

ELEMENT:	Economic Growth – 4.6.3 Workforce Development—Area-level indicators (IDEJEN Indicator 1.6 with additions)			
INDICATOR TITLE:	Percentage of program graduates who transition to employment, entrepreneurship or further education.			
DEFINITION:	a) program graduates = participants who completed the 12-month program and passed the NFBE and the INFP final exams b) employment, entrepreneurship, further education = 6 month IDEJEN accompaniment phase			
RATIONALE:	The impact goal for workforce development is employment; however, often it is more appropriate for participants to transition to a more advanced technical or academic program of study before entering the labor market. This indicator captures these successful transitions from workforce development programs on a percentage basis of youth who complete the training program.			
UNIT:	Percentage of persons	DISAGGREGATE BY:	Sex, Age Location: urban/urban hotspots/rural; CEF/CBO Employment/income generation/both Nonschooled/some schooled	
TYPE:	x	Output	Outcome	DIRECTION OF CHANGE: Higher=Better
DATA SOURCE:				
MEASUREMENT NOTES:	This indicator does not account for youth who drop out of the program. It is assumed that a high percentage of youth will complete the training program, but dropouts should be expected in any program reaching the target group.			
PLAN FOR DATA ACQUISITION				
Data collection method:	Quarterly Center Monitoring Tool			
Method of data acquisition:	Centers complete form; Field Agents spot check			
Frequency and timing of data acquisition:	Quarterly, at the end of the second week of the last month of the quarter.			
Estimated Cost of Data Acquisition:				
Individual responsible:	Center Director, Field Agent, IDEJEN M&E team			
Individual responsible for providing data to USAID:	M&e team provides quarterly summary report to EDC			
Location of Data Storage:	QUARTERLY FIELD AGENT MONITORING TOOL kept at IDEJEN office			
DATA QUALITY ISSUES				
Date of Initial Data Quality Assessment:				
Known Data Limitations and Significance (if any):				
Actions Taken or Planned to Address Data Limitations:				
Date of Future Data Quality Assessments:				
Procedures for Future Data Quality Assessments:				
PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING				
Data Analysis:				
Presentation of Data:				
Review of Data:				
Reporting of Data:				
OTHER NOTES				
Notes on Baselines/Targets:				
PERFORMANCE INDICATOR VALUES				
Year	Target	Actual	Notes	
2006				
2007				
2008	40%			
2009	40%			
2010	40%			
THIS SHEET LAST UPDATED ON:				

ELEMENT:	Economic Growth – 4.6.3 Workforce Development—Project-level indicator (IDEJEN Indicator 1.7)			
INDICATOR TITLE:	Original indicator: Percent of participating youth who successfully complete a nonformal basic education (workforce readiness program) Requested change: Number and percentage of youth who pass the IDEJEN final nonformal basic education exam			
DEFINITION:	a) pass = of the total # of youth who sit for IDEJEN's NFBE exam, the # and percentage who obtain at least a grade 4 level (nonscholarise) in reading, math, spoken French and life skills b) pass = of the total # of youth who sit for IDEJEN's NFBE exam, the # and percentage who obtain at least a grade 5 level (descholarise) in reading, math, spoken French and life skills			
RATIONALE:	Youth who have never attended school or have dropped out by grade three (the IDEJEN target group) do not have the requisite basic education levels to learn a job skill and to sustain employment. Results from the nonformal basic education program are a determinant of success in the vocational training component.			
UNIT:	Percentage of persons passing the NFBE exam	DISAGGREGATE BY:	Sex, Age Location: urban/urban hotspots/rural; CEF/CBO no prior schooling/ some prior schooling	
TYPE:	<input type="checkbox"/> Output	<input checked="" type="checkbox"/> Outcome	DIRECTION OF CHANGE:	Higher=Better
DATA SOURCE:				
MEASUREMENT NOTES:				
PLAN FOR DATA ACQUISITION				
Data collection method:	IDEJEN NFBE final exam scores			
Method of data acquisition:	Field agents collect data from CBOs			
Frequency and timing of data acquisition:	Quarterly, at the end of the second week of the quarter			
Estimated Cost of Data Acquisition:				
Individual responsible :	Field Agents, CBOs, IDEJEN m&e team			
Individual responsible for providing data to USAID:	M&e team provides quarterly summary report to EDC			
Location of Data Storage:	IDEJEN office			
DATA QUALITY ISSUES				
Date of Initial Data Quality Assessment:				
Known Data Limitations and Significance (if any):				
Actions Taken or Planned to Address Data Limitations:				
Date of Future Data Quality Assessments:				
Procedures for Future Data Quality Assessments:				
PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING				
Data Analysis:				
Presentation of Data:				
Review of Data:				
Reporting of Data:				
OTHER NOTES				
Notes on Baselines/Targets:				
PERFORMANCE INDICATOR VALUES				
Year	Target	Actual	Notes	
2006				
2007				
2008	75%			
2009	75%			
2010	75%			
THIS SHEET LAST UPDATED ON:				

ELEMENT:	Economic Growth – 4.6.3 Workforce Development—Area-level indicator (IDEJEN Indicator 1.8)			
INDICATOR TITLE:	<p>Original indicator: Completion rates (percentage) of youth participating in basic education and vocational/technical training programs</p> <p>Requested change: Number and percentage of youth who pass a certification exam administered by the INFP</p>			
DEFINITION:	a) pass = of the total number who sit for the INFP exam, the number and % who receive a passing grade (using the INFP ‘passing grade’ criterion)			
RATIONALE:				
UNIT:	participants	DISAGGREGATE BY:	Sex, Age Location: urban/urban hotspots/rural; CEF/CBO no prior schooling/some prior schooling trade	
TYPE:	<input type="checkbox"/> Output	<input checked="" type="checkbox"/> X	<input type="checkbox"/> Outcome	DIRECTION OF CHANGE:
DATA SOURCE:				
MEASUREMENT NOTES:	Youth is defined as ages 15-24			
PLAN FOR DATA ACQUISITION				
Data collection method:	Review record of INFP exam scores per center and per quarter			
Method of data acquisition:	Field Agent collects data from CBOs			
Frequency and timing of data acquisition:	Quarterly, at the end of the second week of the last month of the quarter.			
Estimated Cost of Data Acquisition:				
Individual responsible:	Center Director, Field Agent, IDEJEN M&E team			
Individual responsible for providing data to USAID:	M&e team provides quarterly summary report to EDC			
Location of Data Storage:	INFP; centers, IDEJEN			
DATA QUALITY ISSUES				
Date of Initial Data Quality Assessment:				
Known Data Limitations and Significance (if any):				
Actions Taken or Planned to Address Data Limitations:				
Date of Future Data Quality Assessments:				
Procedures for Future Data Quality Assessments:				
PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING				
Data Analysis:				
Presentation of Data:				
Review of Data:				
Reporting of Data:				
OTHER NOTES				
Notes on Baselines/Targets:				
PERFORMANCE INDICATOR VALUES				
Year	Target	Actual	Notes	
2006				
2007				
2008	75%			
2009	75%			
2010	75%			
THIS SHEET LAST UPDATED ON:				

ELEMENT:	Economic Growth – 4.6.3 Workforce Development—Project-level indicator (Original: IDEJEN Indicator 1.9; Requested Change: IDEJEN Indicator 2.1)		
INDICATOR TITLE:	Original Indicator: Number of CBOs implementing income generating projects aimed at program sustainability Requested change: Number/percentage of CBOs generating a profit from an IGA.		
DEFINITION:	a) profit = Generating enough income to cover operating costs as well as the salary of two key staff members		
RATIONALE:	The viability of an activity should be measured by if the activity can not only cover its own costs but also make a profit, however small.		
UNIT:	CBOs that participate in the IGA element of IDEJEN	DISAGGREGATE BY:	Location: urban/urban hotspots/rural; length of time receiving IDEJEN funding
TYPE:	Output	x	Outcome
DATA SOURCE:	DIRECTION OF CHANGE: More profit is better		
MEASUREMENT NOTES:			
PLAN FOR DATA ACQUISITION			
Data collection method:	CBO monthly financial reports to IDEJEN; QUARTERLY CENTER MONITORING TOOL		
Method of data acquisition:	IDEJEN Accountant(s) review monthly financial reports; field agent spot checks center monitoring tool		
Frequency and timing of data acquisition:	Quarterly (after last financial record for the quarter is available)		
Estimated Cost of Data Acquisition:			
Individual responsible:	CBO Director, IDEJEN Accountant, Field Agent?		
Individual responsible for providing data to USAID:	M&E team provides quarterly summary report to EDC		
Location of Data Storage:	monthly financial reports from CBOs at IDEJEN office		
DATA QUALITY ISSUES			
Date of Initial Data Quality Assessment:			
Known Data Limitations and Significance (if any):			
Actions Taken or Planned to Address Data Limitations:			
Date of Future Data Quality Assessments:			
Procedures for Future Data Quality Assessments:			
PLAN FOR DATA ANALYSIS, REVIEW, & REPORTING			
Data Analysis:			
Presentation of Data:			
Review of Data:			
Reporting of Data:			
OTHER NOTES			
Notes on Baselines/Targets:			
PERFORMANCE INDICATOR VALUES			
Year	Target	Actual	Notes
2006			
2007			
2008	10		
2009	10		
2010	0		
THIS SHEET LAST UPDATED ON:			

E. IDEJEN INDICATOR MAPS

Objective 1: Marginalized Youth are Re-Integrated into Society

Objective 1 Impact Indicators:

- I 1.1: Number/percentage of youth 'deskolarize' who pass CEP within 18 months of completing the IDEJEN employability and accompaniment phase
- I 1.2: Number/percentage of youth 'nonskolarize' who enroll in school for the academic year FOLLOWING the year supported through the accompaniment phase
- I 1.3: Number/percentage of youth who receive second level certification from INFP within 18 months of completing the IDEJEN accompaniment phase
- I 1.4: Number/percentage of youth who are working in the field they were trained in, or a related field, within 18 months of completing the IDEJEN accompaniment phase
- I 1.5: Number/percentage of youth businesses in operation six months after the end of the accompaniment phase
- I 1.6: Number/percentage of youth who generate an income for at least six out of twelve months following the end of the employability phase

Objective 1 Outcome Indicators:

- OC 1.1: Number/percentage of CBOs and CDCJs providing at least one economic opportunity to at least 10 percent (CBO) or 25 percent (CDCJ) of graduates by end of accompaniment phase
- OC 1.2: Number/percentage of persons completing the IDEJEN 12-month employability phase (USAID 1.2 F = Number of persons **completing** USG-funded workforce development programs)
- OC 1.3: Number/percentage of youth who have had at least one income generating opportunity during accompaniment phase (USAID 1.3 F: # persons gaining employment or more remunerative employment as a result of participating in a USG-funded WFD program)
 - OC 1.3.1: Number/percentage of youth who initiate small enterprises during accompaniment phase
 - OC 1.3.2: Number of youth employed through internships with program partners during accompaniment phase
 - OC 1.3.3: Number of youth employed through CBOs' IGAs during accompaniment phase
- OC 1.4: Number/percentage of youth completing the accompaniment phase.
- OC 1.5: Number of **workforce development initiatives** created through USG assisted **public-private partnerships (USAID 1.5 F)**
- OC 1.6: Number/percentage of youth **enrolled** for the next formal school cycle as part of accompaniment phase

Objective 1 Outcome Indicators cont.

OC 1.7: Number/percentage of youth who **pass** the IDEJEN final nonformal basic education exam (USAID 1.7)

OC 1.8: Number/ percentage of youth who **pass** a certification exam administered by the INFP (USAID 1.8)

OC 1.9 Number/percentage of youth enrolled for the next technical school cycle as part of the accompaniment phase

Objective 1 Output Indicators

OP 1.1: Number of persons participating in the IDEJEN program (employability phase) (USAID #1.1 F: Number of persons participating in **USG-funded workforce development programs**)

OP 1.2: Number of students **enrolled** in the IDEJEN accompaniment phase.

OP 1.2.1 Number /percentage of youth completing employability phase who continue on to education and training as part of accompaniment phase (**USAID F 1.4: Number of people transitioning to education and training as a result of participation in a USG-funded workforce development program AND USAID 1.6 with additions: Percent of program graduates who transition to employment, entrepreneurship or further education)**

OP 1.2.1.1: Number/percentage of youth pursuing education ONLY

OP 1.2.1.2: Number/percentage of youth pursuing education AND income generation

OP 1.2.2: Number/percentage of youth pursuing income generation ONLY

OP 1.3: Of those youth choosing income generation or both income generation and education, number/ percentage of youth engaged in:

- a. small enterprise development and/or
- b. mentorship or internships and/or
- c. IGAs

OP 1.4: Number/percentage of youth receiving formal education scholarships

OP 1.5: Number/percentage of youth receiving technical education scholarships

Objective 2: Community-based organizations have improved capacity to address programming needs of out-of-school youth

Objective 2 Impact Indicators:

I 2.1: After two years of support, number of CBOs/CDCJs generating enough income to cover operating costs and the salary of two key staff for at least six months

I 2.2: Six months after IDEJEN support ends, number/ percentage of CBOs using IDEJEN model

Objective 2 Outcome Indicators:

OC 2.1: Number/percentage of CBOs generating a **profit** from an IGA (USAID # 2.1)

OC 2.2: Number/percentage of NFBE and Technical Training monitors with a student completion rate of 80 percent or higher

O.C 2.3: Number/percentage of NFBE and Technical Training monitors with a student exit exam pass rate of 70 percent or higher

OC 2.4: Number/percentage of NFBE monitors covering the complete instructional program in the first six months of the employability phase

OC 2.5: Number/percentage of CBOs demonstrating improvement in two main aspects of their management system (as per their annual action plan)

OC 2.6: Number/percentage of CBOs receiving accreditation from INFP

OC 2.7: Number/ percentage of CBOs and CDCJs receiving grants from at least one other funder

OC 2.8 Number/ percentage of CBOs and CDCJs concluding partnership with at least one other organization (preference health organization) for youth income generation

OC 2.9: Number/ percentage of CDCJs with an up-to-date inventory of economic opportunities in the region, available at CDCJ headquarters

Objective 2 Output Indicators:

OP 2.1: Number of CBOs, CEFs and CDCJs trained and the type of training received

OP 2.2: Number of monitors trained (at IDEJEN level)

OP 2.3: Number of medium and long-term partnerships created by CDCJs

Objective 3: Government of Haiti institutions are strengthened to provide and/or oversee improved services to out-of-school youth

Objective 3 Outcome Indicators:

Objective 3 Outcome Indicators:

OC 3.1: Existence of a Final Non Formal Basic Education Policy Document

OC 3.2: Existence of a Final National Youth Policy Document

OC 3.3: Document report on regional fora on youth issues made available

OC 3.4: Number of IDEJEN centers that benefit from support from Ministry of Youth for cultural and sports activities

OC 3.5: Number of youth associations implementing at least two elements of the “Key Elements for Youth Programming” guide

OC 3.6: Report of annual conference of youth organization’s network sharing lessons learnt and success

OC 3.7: Existence of Youth Leadership Institute in Haiti

OC. 3.8: Number of technical fields for which materials are developed

Objective 3 Output Indicators:

OP 3.1: National Youth Policy Coordination unit equipped with office materials and equipment

OP 3.2: Four MJSAC departmental coordination offices have office equipment to perform youth activities

OP 3.3: Number of Youth associations trained by the Ministry of Youth in Key Elements for Youth Programming at the level of each department

OP 3.4: Number of Youth associations participating in the Key Elements for Youth Programming network

OP 3.5: Workshop for validation of National Youth Policy held

OP 3.6: NFP production unit equipped with software and IT materials for adaptation and illustration of pedagogical materials

OP. 3.7 One consultant appointed at INFP for development of Quality Control Guide.

OP 3.8 Number of CEFs trained and equipped to implement IDEJEN model.

OP 3.9: Number of Haitian government technicians trained and the type of training received

OP 3.10 Number of technicians trained in elaboration of equivalency test and accreditation system.

OP 3.11: Number of training materials illustrated and in use by the CBOs

Objective 4: HIV/AIDS awareness and prevention messages are disseminated to out-of-school youth, ages 15-24

Objective 4 Outcome Indicators:

OC 4.1: Number of peer educators providing HIV/AIDS prevention messages to the community

Objective 4 Output indicators:

OP 4.1: Number of individuals reached through community outreach that promotes HIV/AIDS prevention through abstinence and/or being faithful (disaggregated by age/sex) (USAID 4.1)

OP 4.2: Number of individuals reached through community outreach that promotes HIV/AIDS prevention through abstinence (disaggregated by age/sex) (USAID 4.2)

OP 4.3: Number of peer educators trained in HIV/AIDS prevention (USAID 4.3 and USAID 4.5)

OP 4.4: Number of individuals reached through community outreach that promotes HIV/AIDS prevention through other behavior change beyond abstinence and/or being faithful (disaggregated by age/sex) (USAID 4.4)

OP 4.5: Number/percentage of IDEJEN centers that provide training to youth on HIV/AIDS prevention

OP 4.6: Number of sensitization and educational materials distributed (dis-aggregated by type of material and by AB/OP category) (USAID 4.6)

OP 4.7: Number of community groups trained in HIV/AIDS prevention (disaggregated by type of group) (USAID 4.7)

OP 4.8: Number of community meetings organized (disaggregated by type of group and purpose of meeting) (USAID 4.8)

OP 4.9: Number of community outreach events held by trained community groups (disaggregated by type of event and type of group) (USAID 4.9)

OP 4.10: Memorandum of Understanding signed with ARC

OP 4.11: Memorandum of Understanding signed with other partner(s)

F. LIST OF INDICATOR DEFINITIONS

Objective 1: Marginalized Youth are Re-Integrated into Society

Outcome Indicators:

OC 1.1: Number/ percentage of CBOs and CDCJs providing at least one economic opportunity to at least 10 percent (CBO) or 25 percent (CDCJ) of graduates by end of accompaniment phase

- Economic opportunity = an internship, job, self-employment, or other Income-Generating Activity

OC 1.2: Number/percentage of persons **completing** the IDEJEN 12-month employability phase (USAID 1.2 F = Number of persons **completing** USG-funded workforce development programs)

- **completing** means those who remain enrolled at the end of the full 12-month program (NFBE and Technical training)

OC 1.3: Number/percentage of youth who have had at least one income-generating opportunity during accompaniment phase (USAID 1.3 F: # persons gaining **employment** or more remunerative employment as a result of participating in a USG-funded WFD program)

- **Employment** = self-employment, internship, CBO-run IGA, or job.
- **Better** = Better employment is based on the participant's perception of whether the employment is better. (It could be better because it is closer to home, has better pay, a better schedule, a longer duration, etc...)

OC 1.5 Number of **workforce development initiatives** created through USG assisted **public-private partnerships** (USAID 1.5 F)

- **Workforce Development Initiatives** = work-learning initiatives created by centers and/or by other stakeholders or project partners that target individuals or facilitate improved workforce opportunities for populations. Initiatives include short, medium or long-term activity that results in potential or actual new opportunities for youth (for example: internships, short-term trainings, mentorships, seminars, roundtables, job fairs).
- **Public-private** = partnership between private sector organization **and** IDEJEN, or between a public sector organization and IDEJEN.

OC 1.7: Number/percentage of youth who pass the IDEJEN final nonformal basic education exam (USAID 1.7)

- **pass** = of the total # of youth who sit for IDEJEN's NFBE exam, the # and percentage who obtain a grade 4 level (nonscholarise) in reading, math, spoken French and life skills
- **pass** = of the total # of youth who sit for IDEJEN's NFBE exam, the # and percentage who obtain a grade 5 level (descholarise) in reading, math, spoken French and life skills

OC 1.8: Number/ percentage of youth who pass a certification exam administered by the INFP (USAID 1.8)

- **pass** = of the total number who sit for the INFP exam, the number and % who receive a passing grade (70%) (using the INFP 'passing grade' criterion)

Output Indicators

OP 1.1: Number of persons enrolled in the IDEJEN program (USAID 1.1 F: Number of persons participating in USG-funded workforce development programs)

- **USG-funded workforce development program** = IDEJEN 12-month program (NFBE and Technical training)
- **participating** = enrolled. A student is considered enrolled if they have no more than 5 consecutive days of unexcused absence. (A student is considered a drop out if they have 5 days or more of unexcused absence.)

OP 1.4: Number /percentage of youth completing employability phase who continue on to accompaniment phase (USAID 1.4 F: Number of people transitioning to further education and training as a result of participation in USG-funded workforce development programs (male/female); USAID 1.6: Percentage of program graduates who transition to employment, entrepreneurship or further education)

- **As a result of participation** = within six months of participation
- **People** = IDEJEN participants who completed the 12-month NFBE and Technical Training program
- **Further education and training** = IDEJEN 6 month accompaniment phase
- **program graduates** = participants who completed the 12-month program and/or passed the NFBE and the INFP final exams

- **employment, entrepreneurship, further education** = 6 month IDEJEN accompaniment phase

OP 1.2: Number of monitors trained

- **trained** = trained in any of the following areas: NFBE, HIV/AIDS, Life Skills, entrepreneurship, technical training from INFP, business management, communication/leadership

Objective 2: Community-based organizations have improved capacity to address programming needs of out-of-school youth

Outcome Indicators:

OC 2.1: Number/percentage of CBOs generating a **profit** from an IGA (USAID # 2.1)

- **Profit** = Generating enough income to cover operating costs as well as the salary of two key staff members

Objective 3: Government of Haiti institutions are strengthened to provide and/or oversee improved services to out-of-school youth

Outcome Indicators:

OC 3.3: Document report on regional fora on youth issues made available

- Regional fora = Informational meetings on youth issues with youth representatives from each geographic department

OC 3.4: Number of IDEJEN centers that benefit from support from Ministry of Youth for cultural and sports activities

- Support = the implementation of sports, arts and cultural activities by MJSAC technicians

OC 3.5: Number of youth associations implementing at least two elements of the “Key Elements for Youth Programming” guide

- **Youth associations** = Community organizations that provide information and educational services to youth

OC 3.9: National Youth Policy document validated by members of civil society

- **Validated** = approval after discussion
- **Civil society** = about 100 public and private sector representatives

OC 3.10: Quality control guide in use by vocational Centers

- **Quality control guide** = Standards that guide the training process in the production of goods and services

Output Indicators:

OP 3.4: Four departmental coordination offices equipped to perform youth activities

- **Equipped** = supplied with office equipment (such as a desk, generator, filing cabinet) and office supplies

OP 3.6: Number of Youth associations participating in the network

- **Network** = an information sharing group of youth associations that are using the guide and implementing activities in the same geographic department

OP 3.10: 2 INFP Centers equipped to provide vocational training to youth

- **Equipped** = supplied with the printing equipment needed to produce pedagogical materials

OP 3.11: Non-Formal Basic Education Coordination unit equipped with office materials and equipment

- **Equipped** = supplied with office equipment (such as a desk, generator, filing cabinet) and office supplies

Objective 4: HIV/AIDS awareness and prevention messages are disseminated to out-of-school youth, ages 15-24

OP 4.1: Number of **individuals** reached through **community outreach** that promotes HIV/AIDS prevention through abstinence and/or being faithful (disaggregated by age/sex) (USAID 4.1)

OP 4.2: Number of **individuals** reached through **community outreach** that promotes HIV/AIDS prevention through abstinence (disaggregated by age/sex) (USAID 4.2)

- **Individuals** = youth and adults
- **Community Outreach** = meetings, events, trainings

OP 4.4: Number of **individuals** reached through **community outreach** that promotes HIV/AIDS prevention through **other behavior change beyond abstinence and/or being faithful** (disaggregated by age/sex) (USAID 4.4)

- **Individuals** = youth and adults
- **Community Outreach** = meetings, events, trainings
- **Other behavior change beyond abstinence and/or being faithful** = condom use

OP 4.6: Number of **sensitization and educational materials** distributed (disaggregated by type of material and by **AB/OP** category) (USAID 4.6)

- **Sensitization and educational materials** = informational items including books, pamphlets, stickers, audio-visual materials, etc.

OP 4.7: Number of **community groups** trained in HIV/AIDS prevention (disaggregated by type of group) (USAID 4.7)

- **Community groups** = youth groups, adult groups, parent groups, school groups and church groups

OP 4.8: Number of **community meetings** organized (disaggregated by type of group and purpose of meeting) (USAID 4.8)

- **Community meetings** = meetings with community members

OP 4.9: Number of **community outreach events** held by **trained community groups** (disaggregated by type of event and type of group) (USAID 4.9)

- **Community outreach events** = special meetings, activities, or celebrations in the community
- **Trained community groups** = number of community groups that have received HIV/AIDS prevention training